

**Vista Lesson****4****Challenge Yourself Project 10  
Set Permissions****R**

**Directions:** After you have finished your project, determine whether you have completed the criteria listed in the left column. Fill in the checklist in the shaded columns below and then turn the rubric in to your teacher along with your project.

	<b>Student Checklist</b>		<b>Teacher Evaluation</b>
<b>Criteria</b>	<b>Completed</b>	<b>Not Completed</b>	<b>Comments</b>
Set v4rev[your first initial and last name]9 folder to have permissions only for your teacher			
Created Word document			
Described how setting permissions can help protect documents			
Identified three types of information a business might want to restrict access to			
Saved document as v4rev[your first initial and last name]10			