

**UNIT 5** Spreadsheets Project 2



Rubric  
U5P2\_IP3

**3 Independent Practice (page 238)**

**Add Formulas and Functions**

**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.

Criteria	Student Checklist		Teacher Evaluation
	Completed	Not Completed	Comments
Complete Project 1, Independent Practice 3 from Unit 5 (p. 227)			
Determine formulas for the items listed			
Add row or column headings for each item listed			
Apply the formulas and functions to your worksheet			
Use correct spelling, punctuation, and grammar			
Edit your worksheet to make sure it is clear and free of any errors			