

**Excel Lesson****2****Challenge Yourself Project  
9 Track Inventory****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>
Created a new workbook			
Used information in the data file Sandwich.docx to fill in the worksheet			
Listed the types of sandwiches in first column			
Entered the number of ounces of filling per sandwich in the second column			
Showed how much of each filling currently available in the third column			
Converted amount of meat from pounds to ounces and entered number of ounces in the fourth column			
Double-checked your work			
Saved the workbook as e2rev-[your first initial and last name]9			