

Word Lesson 6 Challenge Yourself Project 9 Create a Company Summary



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 |
| Keyed a brief summary of your comic book company | | | |
| Included what the company will do | | | |
| Included who the company will appeal to | | | |
| Used e-mail to exchange summaries with a classmate | | | |
| Made comments and suggested changes for your classmate's summary | | | |
| Accepted or rejected the changes that your classmate suggested | | | |
| Saved the document as w6rev-[your first initial and last name]9 | | | |
| Saved the summary document as a Web page | | | |
| Previewed the Web page in a Web browser | | | |
| Saved the Web page in a new Summary folder | | | |