Name _____ Period _____ Date_____

Access Lesson

4

**Challenge Yourself Project
11 Track Sales by City
Resizing Controls**

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.

	Student Checklist		Teacher Evaluation
Criteria	**Completed**	**Not Completed**	**Comments**
Opened the Sports database			
Opened the *Order_PivotChart* query			
Added the field *City* to the PivotChart			
Made *City* the initial horizontal axis instead of *Statename*			
Double-checked your work			
Saved the new query as Order_PivotChart-[your first initial and last name]11			
Printed the PivotChart			