

PowerPoint Lesson 4 Challenge Yourself Project 9 A Week in Your Life



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
Used the data file Activities as a model			
Tracked the numbers of hours spent on each activity every day			
Included a <i>Summary</i> slide with a pie chart showing time spent on each activity during one week			
Included a <i>Goals</i> slide listing three ways you want to modify how you spend your time			
Included a graphic on every slide			
Used the grid to position the graphics			
Created a hyperlink from one slide to another slide			
Added Action Buttons			
Saved the presentation as p4rev-[your first initial and last name]9			