

Excel Lesson**2****Challenge Yourself Project
11 Add Products****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 workbook you created in Project 10			
Inserted two new rows between <i>Chicken</i> and <i>Veggies</i>			
Named the rows for the two new sandwiches			
Filled in the cells in each new row using the information in the data file Sandwich.docx			
Used AutoSum to calculate the totals for Number of sandwiches sold per day and Filling needed per week			
Found AVG, MIN, and MAX in each column			
Double-checked your work			
Identified the sandwich you sell the least of and most of in a day			
Identified the filling you use the most of and least of per week			
Saved the workbook as e2rev-[your first initial and last name]11			