

# Unit 2

## Lesson 3

### Challenge Yourself Project 10 Create a Booklet



**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           |
| Exchanged your Driving-9 file with a classmate                     |                   |               |                    |
| Made at least three edits to your classmate's booklet              |                   |               |                    |
| Added at least one comment to your classmate's booklet             |                   |               |                    |
| Saved and returned the booklet to your classmate                   |                   |               |                    |
| Opened your Driving-9 file                                         |                   |               |                    |
| Set the options so that you can see your classmate's edits inline  |                   |               |                    |
| Displayed comments in balloons in the left margin                  |                   |               |                    |
| Double-checked your work                                           |                   |               |                    |
| Saved the document as Driving-[your first initial and last name]10 |                   |               |                    |