

**UNIT 4 Word Processing Project 2**



Rubric  
U4P2\_IP3

**3 Independent Practice (page 166)**

**Insert a Title and a Picture**

**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
Complete Independent Practice 2			
Use the list you created in IP 2 to create a poster			
Add a title to the list and center it			
Change the page orientation to landscape			
Add an image to the poster and credit the source of the image			
Get your teacher's permission to print out your poster			
Use correct spelling, punctuation, and grammar			
Edit your poster to be sure it is clear and free of errors			