

PowerPoint Lesson 2 Challenge Yourself Project 10 Add Content to Slides



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
Opened the presentation you created in Project 9			
Added at least one piece of Clip Art or a photo to your presentation			
Added at least one WordArt object or an AutoShape to your presentation			
Added a slide with contact information for your client in a table			
Added a slide with an overview of your company's structure in an organizational chart			
Double-checked your work			
Saved the presentation as p2rev-[your first initial and last name]10			