

UNIT 2 Computer Hardware and Software Unit Closer



Rubric
U2_BYP

Build Your Portfolio (page 84)

Create a Photo Album

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
Use Windows Help to learn how to open My Pictures , create a photo album in My Pictures, and Print Pictures			
Create a new folder in the My Pictures folder titled <i>Your Name</i> Mars Album			
Use Windows Explorer to find the Data File folder named 2A Mars Project			
Copy all of the files from the 2A Mars Project folder and paste them into your Mars Album folder			
Make the folder into a photo album			
View all photos in the album, and with your teacher's permission print all of the photos in the photo album			
Use correct formatting, spelling, punctuation and grammar			
Edit to make your project clear and free of errors			