Name _____ Period _____ Date_____

UNIT ( **2** ) **Computer Hardware and Software** ) **Unit Closer** )

**R**
Rubric
U2_PAC2

## Projects Across the Curriculum 2 (page 83)

### Use Help to Explore Windows

**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** |
| Choose three tasks from the list provided | | | |
| Use Windows Help to search for information on the three items you have chosen | | | |
| Write step-by-step instructions that detail how to do each task | | | |
| Exchange instructions with a classmate and attempt to follow their steps | | | |
| Edit to make your directions clear and free of errors | | | |
| Use correct spelling, punctuation, and grammar | | | |

**Glencoe Computer Concepts in Action**