

Integrating Applications Lesson 2 Challenge Yourself Project 11 Objects of Study



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
Created a Word document that contains letterhead			
Created Excel workbooks named <i>Link</i> and <i>Embed</i>			
Inserted the letterhead as a linked object into the <i>Link</i> workbook			
Inserted the letterhead as an embedded object into the <i>Embed</i> workbook			
Saved and closed both workbooks			
Opened the letterhead's source file and changed the phone number			
Saved the letterhead's source file			
Reopened both Excel workbooks			
In the Word document, described what happened when you opened both workbooks			
Described how the files were different and explained why you thought they were different			
Saved your Word and Excel files as i2rev-[your first initial and last name]11			