

## **Grading Rubric – PowerPoint 2007**

### **Chapter 1, Apply Your Knowledge**

<b>Description</b>		<b>Pts</b>	<b>Your Score</b>
Slide 1	Student name added, bold and italicized 44-point font size applied to the title	<b>3</b>	
Slide 2	paragraphs with + bullet are second-level paragraphs paragraphs with x bullet are third-level paragraphs	<b>3</b>	
Presentation	The Trek document theme applied to both slides No spelling errors Document properties – author and keywords	<b>4</b>	
<b>TOTAL POSSIBLE POINTS:</b>		<b>10</b>	