

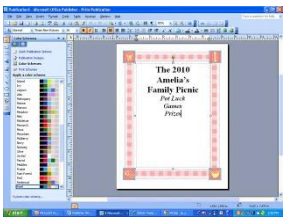
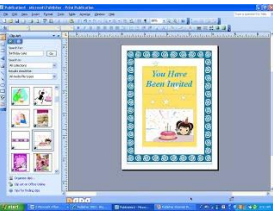


Name:

Bell:

Microsoft Publisher Project Rubric

Instructions:

Be sure to view each tutorial. You will need to be able to apply this information when creating your project. If you are **ABSENT** during any of the tutorials you are responsible to arrange a time with the teacher to view missed tutorials **before** project begins.

Checkpoints – When a checkpoint is completed, have the teacher check your assignment <u>at your workstation</u> in order to earn a grade for the work completed on the module.	Sample Image	Teacher Signature Points Earned
<p>Lesson 1: Atomic Learning Section A, B, C</p> <p>Picnic Flyer</p> <ul style="list-style-type: none"> Corner Art Design applied, Reef color scheme applied Text box Amelia's and Family Picnic formatted to 48 point, bold, centered aligned Pot Luck, Games, Prizes formatted to 36 point, bold italic, centered aligned Text box Saturday, June 9, 1:00 p.m. to 7:00 p.m. and Coney Island formatted to 28 point, italic, not bolded Added image 		(10 Points)
<p>Lesson 2: Atomic Learning Section A,B,C</p> <p>Invitation</p> <ul style="list-style-type: none"> Side Fold Card, Birthday design, Tropics Color Scheme Page 1: text box, "You Have Been Invited" blue font, 28 point, centered, bold italics, and birthday graphic Page 2: text box, all text Comic Sans, 18 point, italics, centered, image Page 3: text box, all text Comic Sans, 18 point, centered, italic, Horizontal Ruler set at 2" and Vertical Ruler set at 5", font changed to blue Page 4: text box, font 18, Comic Sans, centered, image of person 		(10 Points)
<p>Lesson 3: Atomic Learning Section C, E, F, G, H</p> <p>Newsletter (print to submit)</p> <ul style="list-style-type: none"> Title: Favorite Restaurants Students full name under title, smaller font size than heading Column (restaurant) headings are larger than article font size 4-6 restaurant articles (no copy and paste information) 1-2 paragraphs about <u>each</u> restaurant (not copy and paste) Bulleted list of 3 or more reasons why <u>each</u> restaurant is your favorite Image for each restaurant, 2 images rotated, picture in shape Good use of fonts and color to compliment template Minimum 1 color fill of shape or textbox and 1 patterned line Minimum 2 drop caps used Good use of space on page – no dead space Page numbers centered at bottom on both pages Proofread and spell check completed Good balance and content of articles (interesting information) 		(20 Points)
<p>Lesson 4: Atomic Learning Section B, C, D</p> <p>Calendars</p> <ul style="list-style-type: none"> Art Left template selected February, current year, Forte font, text box yellow, font blue 3 holidays, 3 date boxes filled with 3 different fill colors Image for each holiday and resize to fit box 1-3 images on left that represents February, rotated Second month with different calendar template, with 3 special dates, image for each special date in the box, 3 date boxes filled with 3 different fill colors 		(20 Points)
<p>Total Points</p>		

Turn in your completed form (with teacher signatures) to the correct tray in the classroom.