

Use this rubric when grading:

Project E-1: Team Roster

Rubric Category	Possible Points	Criteria for Maximum Points
Content and Information	4	<ul style="list-style-type: none"> • The student accurately input all required information into the spreadsheet. • The spreadsheet contains no spelling or typographical errors.
Format	4	<ul style="list-style-type: none"> • The cells are correctly formatted according to the assigned task. • Columns and rows are correctly formatted according to the assigned task.
Spreadsheet Software Skills	4	<ul style="list-style-type: none"> • The student has demonstrated a mastery of using spreadsheet software according to the assigned task. • The student has demonstrated a complete understanding of the assigned task.
Mechanics	4	<ul style="list-style-type: none"> • The student accurately sorted data according to the assigned task. • The spreadsheet contains no mathematical/computation errors.
Total Possible Points	16	