



Skittles Assignment

Lincoln Middle School Tech Ed MS-Excel Assignment

Name: _____

Teacher: Mr. Petteruti

	Criteria					Points
	5	4	3	2	1	
Spreadsheet Row Headings	At least 7 rows, each have heading for Skittles color, "Total," and "Color."	At least 6 rows, each have heading for Skittles color, "Total," & "Color."	At least 5 rows, each have heading for Skittles color, "Total," & "Color."	At least 4 rows, each have heading for Skittles color, "Total," & "Color."	At least 3 rows, each have heading for Skittles color, "Total," & "Color."	—
Spreadsheet Column Headings	All 3 column headings are present and named correctly (see example for heading names).	2 column headings are present and named correctly (see example for heading names).	1 column heading is present and named correctly (see example for heading names).	Column headings are present but none are named correctly.	No column headings are present.	—
Charts & Graphics	The sheet has correct column & pie chart for number of Skittles and percent of Skittles colors.	The sheet is missing one of the following: column & pie chart for number of Skittles and percent of Skittles colors.	The sheet is missing two of the following: column & pie chart for number of Skittles and percent of Skittles colors.	The sheet is missing 3 of the following: column & pie chart for number of Skittles and percent of Skittles colors.	The sheet is missing 4 of the following: column & pie chart for number of Skittles and percent of Skittles colors.	—
Cell Content	Data fits in cells; all spelling is correct; centered text; calculations are correct; <u>formulas are included</u> on separate page.	1 of following is missing: Data fits in cells; all spelling is correct; centered text; calculations are correct; <u>formulas are included</u> on separate page..	2 of following are missing: Data fits in cells; all spelling is correct; centered text; calculations are correct; <u>formulas are included</u> on separate page.	3 of following are missing: Data fits in cells; all spelling is correct; centered text; calculations are correct; <u>formulas are included</u> on separate page.	4 of following are missing: Data fits in cells; all spelling is correct; centered text; calculations are correct; <u>formulas are included</u> on separate page.	—
Cell Colors & Borders	Columns headings are bold; cells are centered, sheet cell borders present, your name is present on page.	1 of following is missing: Columns headings are bold; cells are centered, sheet cell borders present, your name is present on page.	2 of following are missing: Columns headings are bold; cells are centered, sheet cell borders present, your name is present on page.	3 of following are missing: Columns headings are bold; cells are centered, sheet cell borders present, your name is present on page.	4 of following are missing: Columns headings are bold; cells are centered, sheet cell borders present, your name is present on page.	—
Page Setup	Sheet, charts, & graphics fit on one page. Formula sheet fits on one page & includes formulas and cell borders.	1 of following is missing: Sheet, charts, & graphics fit on one page. Formula sheet fits on one page & includes formulas and cell borders.	2 of following are missing: Sheet, charts, & graphics fit on one page. Formula sheet fits on one page & includes formulas and cell borders.	3 of following are missing: Sheet, charts, & graphics fit on one page. Formula sheet fits on one page & includes formulas and cell borders.	4 of following are missing: Sheet, charts, & graphics fit on one page. Formula sheet fits on one page & includes formulas and cell borders.	—
			(30 Pts Max)	Total---->		—

