

# Microsoft Publisher Final Projects Rubric

Name: \_\_\_\_\_ Period \_\_\_\_\_ Team: \_\_\_\_\_

Topic selected: \_\_\_\_\_

<b>LAYOUT DESIGN (25 POINTS POSSIBLE)</b>	
	Is your Microsoft Publisher layout easy to read? Margins appropriate?
	Is all Microsoft Publisher spacing used appropriately and effectively?
	Student knows how to change fonts and font sizes and font styles?
	Student can change layout design to Make Microsoft Publisher easier to read?
	Student uses artwork effectively on each slide?
	<b>TOTAL FOR LAYOUT DESIGN</b>

<b>CONTENT ACCURACY (30 POINTS POSSIBLE)</b>	
	Student use correct spelling via use of Microsoft Publisher's spelling checker?
	Student uses good CSAP grammar and sentence syntax?
	Student understands the use of slides to present their material effectively?
	Student can structure the Microsoft Publisher presentation to present their ideas effectively?
	Student knows how to rearrange and/or delete slides in putting together their slide show?
	Is your writing creative and interesting?
	<b>TOTAL FOR CONTENT ACCURACY</b>

<b>OVERALL GRAPHICAL IMPACT (40 POINTS POSSIBLE)</b>	
	Does your final Microsoft Publisher presentation present your ideas effectively communicated?
	Are words spelled correctly and is all text grammatically correct?
	Are titles in 24 point type and bold typeface?
	Is the student's name, class period and date included in the title page?
	Student knows how to print the Microsoft Publisher presentation so all slides are on one page?
	Student knows how to edit Microsoft Publisher presentation?
	Student knows how to save a Microsoft Publisher presentation?
	Student knows how to enter "links" in a Microsoft Publisher presentation augment ones presentation?
	<b>TOTAL FOR TEXT CONTENT</b>

**OVERALL SCORE**  
(95 points possible)

*SCORE RUBRIC*  
 5 = *Awesome*  
 4 = *Good*  
 3 = *OK*  
 2 = *Needs Work*  
 1 = *Poor*  
 0 = *Not*

Comments:

