

**PowerPoint
Lesson****1****Challenge Yourself Project
9 Polish Your Presentation**

Directions: After you have finished your project, determine whether you have completed the criteria listed in the left column. Fill in the checklist in the shaded columns below and then turn the rubric in to your teacher along with your project.

	Student Checklist		Teacher Evaluation
Criteria	Completed	Not Completed	Comments
Keyed a paragraph about what is necessary in order to fine-tune a presentation			
Included at least three steps that you need to take			
Explained why you think the three steps are important			
Proofread and checked spelling			
Saved as Tips_p1rev-[your first initial and last name]9			
Shared your paragraph with your class			