**Grading rubric: Excel   
Grades Lesson   
Learning goal: You will create a spreadsheet about your grades in computer class.**

|  |  |  |
| --- | --- | --- |
| **Description** | **Pts.** | **Your**  **Score** |
| Title and in bold, merged and centered | 2 |  |
| Numbers typed in correctly in spreadsheet | 5 |  |
| Formulas are correct for summing the points | 5 |  |
| Formulas are correct for the percentage and number is in % format | 5 |  |
| Percent is in a grade letter in another cell | 5 |  |
| Header | 2 |  |
| Page numbering, centered (x of y format) | 2 |  |
| Print in portrait | 2 |  |
| Formulas sheet printed | 5 |  |
| **Total** | **33** |  |

**Student name:  
Date:  
Class:**

**Your score:\_\_\_\_\_\_\_\_\_\_**