**Grading Rubric – Excel 2013**

**Tutorial 1, Case Problem 3**

**Class:**

**Professor:**

**Notes:**

***Solution Filename:*** *Physics Grading Sheet.xlsx, Physics Grading Sheet Revised.xlsx*

|  |  |  |
| --- | --- | --- |
| **Description** | **Pts** | **Your Score** |
| “Physics” workbook save as “Physics Grading Sheet” | **2** |  |
| “Documentation” sheet: Name in B3, date in B4. Title font in A1, 28 | **3** |  |
| “Grades” worksheet: A1 font 28, A2 font 22 | **2** |  |
| M5: Formula to calculate median or midpoint of quiz scores for Debra Alt. N5: Formula to calculate average of Debra Alt’s quiz scores | **3** |  |
| Formulas in M5:N5 copied to M6:N24 | **2** |  |
| B26: Formula to calculate minimum class score from 1st quiz. B27: Formula to calculate median class score | **3** |  |
| B28: MAX function to calculate high score from 1st quiz | **3** |  |
| B30: Formula to calculate average score from 1st quiz | **3** |  |
| Formulas in B26:B30 copied to C26:K30 | **2** |  |
| 10 rows inserted above row 4 | **2** |  |
| A4: “Class Size”. B4: Formula to calculate scores count from N15:N34 | **3** |  |
| A6:A9: Labels “Overall Scores”, “Lowest Average”, “Median Average”, “Highest Average”. A11: “Class Average” | **2** |  |
| From average scores in N15:N34, formulas entered to calculate: Overall lowest average score in B7, median of class averages in B8, overall highest average in B9, average overall class score in B11 | **3** |  |
| Borders added to A4:B4, A7:B9, A11:B11, A14:K34, M14:N34, A36:K38, A40:K40 | **3** |  |
| Page layout landscape, scaled to print on a single page | **2** |  |
| Formulas displayed. Gridlines and row/column headings set to print | **3** |  |
| Sheet displayed in Normal view, formulas hidden; gridlines, column/  row headings set to not print | **3** |  |
| Effect of raising each student’s score on the 1st quiz by 10 points determined. Impact on overall class average from all 10 quizzes reported | **4** |  |
| Workbook saved as “Physics Grading Sheet Revised” | **2** |  |
| **TOTAL POSSIBLE POINTS:** | **50** | **0** |

**YOUR SCORE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**