Consider This: Your Turn 2-1

Analyze Energy Consumption

Sample Grading Rubric

Part 1:

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| --- | --- | --- | --- |
| **Consider This: Plan Ahead Guidelines** | **Grading Notes** | **Suggested**  **Percent** | **Score** |
| 1. **Determine the workbook structure.** | * Worksheet should be arranged logically according to provided data. * Column headings should appear above rows of data. * Each row should have information for a different appliance. |  |  |
| 1. **Determine the formulas and functions you will need for your workbook.** | * Formula calculating the total cost per month (Cost per Hour \* Hours Used Monthly) * Formula or SUM function calculating the total cost of all appliances. | **10** |  |
| 1. **Sketch a layout of your data and functions.** | * Total cost per month for each appliance should appear to the right of the data for each appliance. * Total monthly cost for all appliances should appear below all individual appliance totals, and should be properly labeled. | **10** |  |
| 1. **Format various elements of the text.** |  |  |  |
| 1. **Enter the titles, subtitles, and headings.** | * Titles, subtitles, and headings should be entered according to Table 2-8. * Appropriate labels for totals should be entered, where necessary. | **10** |  |
| 1. **Enter the data, desired functions, and formulas.** | * Formulas should accurately calculate the correct information. | **20** |  |
| 1. **Format the worksheet.** |  |  |  |
| 1. **Determine the theme for the worksheet.** | * Apply an appropriate theme to the worksheet. | **10** |  |
| 1. **Format the titles, subtitles, and headings using styles.** | * Choose appropriate title, subtitle, and heading styles for the worksheet. | **10** |  |
| 1. **Format the totals, minimums, maximums, and averages.** | * Apply appropriate styles for calculated values in the worksheet. | **10** |  |
| 1. **Format the numbers and text.** | * Choose an appropriate format for all cells in the worksheet.   + Cost per hour can be formatted using a Currency or Accounting number format, and should be rounded to an appropriate number of decimal places   + Hours used monthly can be formatted as a whole number (Number) with no decimal places.   + Totals can be formatted as Currency or Accounting format and rounded to two decimal places. | **10** |  |
| 1. **Resize columns and rows.** | * Rows and columns should only be large enough to accommodate the contents of the cells. * The contents of all cells should be visible. * There should not be excessive empty space in each cell. * Wrap text in cells where appropriate. | **10** |  |

Part 2: Critical Thinking Decisions

This assignment requires students to explain why they made these decisions in creating their worksheet:

* Which appliances to include
* Determining costs associated with each appliance
* Determining the layout of the worksheet
* Finding appropriate styles and themes
* Determine appropriate number formats