

Student Name: _____

Class Period: _____

Date: _____

Personal Monthly Budget

CATEGORY	4 - Exceeds the Standard	3 - Meets the Standard	2 - Slightly below the Standard	1 - Does not meet the standard
Cover Sheet	Cover sheet includes student name, course name, teacher's name and long and detailed job description, growth projection and expected salary.	Cover sheet contains student name, course name, teacher's name, job description, growth projection and expected salary.	Cover sheet has some information including name, course name, teacher's name and brief job description but no growth projection and expected salary.	There is no cover sheet turned in with the project.
Budget Items	Student is able to complete all budget items with researched and realistic amount.	Student is able to complete 100% of the budget.	Student is able to complete 70% of the entire budget.	Student is only able to complete 50% (or less) the budget.
Formulas	Student is able to enter formulas to calculate income, expenses, budget balance and sub totals into the correct cells with 100% accuracy.	Student is able to enter formulas to calculate income, expenses, budget balance and sub totals into the correct cells with 85% accuracy.	Student is able to enter formulas to calculate income, expenses, budget balance and sub totals into the correct cells with 70% accuracy.	Student is unable to enter formulas to calculate income, expenses, budget balance and sub totals into the correct cells; or all formulas entered are not accurate.
Pie Chart	Student is able to create a pie chart on a separate spreadsheet, with legends, and chart title, accurately (100%) representing the entire budget.	Student is able to create a pie chart accurately representing the entire budget.	Student is able to create a pie chart with some budget items needing remediation.	Student is unable to create a pie chart representing the entire budget.
Critique of the Budget	Student is able to completely answer the reflection questions with 100% accuracy.	Student is able to completely answer the reflection questions with 85% accuracy.	Student is able to completely answer the reflection questions with 70% accuracy.	Student did not critique his/her budget using guiding questions.
Over all look of the spreadsheet	Student is able to print an Excel spreadsheet efficiently with all items in 1 page, centered horizontally and vertically.	Student is able to print an Excel spreadsheet efficiently with all items in 1 page.	Student is able to print an Excel spreadsheet.	Student is unable to print an Excel spreadsheet.
References	Student turned in a separate sheet listing all websites used in the project is turned in and accurately (100%) formatted MLA Report style.	Student turned in a separate sheet listing websites used in the project in MLA Report Style.	Student turned in a separate sheet listing some websites used in the project is turned in.	Student did not turn in a separate sheet listing all websites used in the project.