Max Labs 3a – Screenshot 1	Yes/No
*Is the student's email address/name in the "To:" field of the email? If not, answer no for every question related to this screenshot.	
a) Title of email is "New distant Investment Lead!"	
b) Email begins with "Riley, this one is outside the Bay Area."	
Max Labs 3a – Screenshot 2	
*Is the student's email address/name in the "To:" field of the email? If not, answer no for every question related to this screenshot.	
a) Title of email is "New (minor) investment lead for YOU (me) – Go!"	
b) Email body contains the sentence, "The name is Kyle Reese."	
Max Labs 3a – Screenshot 3	
*Is the student's email address/name in the "To:" field of the email? If not, answer no for every question related to this screenshot.	
a) Title of email is "New Bay Area Investment Lead!"	
b) Email body contains the sentence, "Investment level is $110,000.00".	
Max Labs 3a – Screenshot 4	
*The student's name will not be visible on this screenshot. This is the ONLY screenshot where that is acceptable.	
a) 2 rows are shown in the Email List	
b) Title of Email List is "Contact Info for Mountain View Reception"	
c) 2nd row's 'Contact Name' is "Anu Aggarwal"	
Max Labs 3b – Screenshot 1	
*Is the student's name visible? If not, answer no for every question related to this screenshot.	
a) Poll shows 2 votes (100%) for "Nah, he's creeping me out"	
b) "Riley Morgan" has commented	
Max Labs 3b – Screenshot 2	
*Is the student's name visible? If not, answer no for every question related to this screenshot.	
a) 'Name' field contains "Miles Dyson"	
b) 'Company' field contains "Cyberdyne"	
Max Labs 3b – Screenshot 3	
*Is the student's name visible? If not, answer no for every question related to this screenshot.	
a) Under 'Open Activities', 'Subject' is "email to ask about calling"	
b) Under 'Activity History', 'Subject' is "Email: Thank you for your inquiry"	

15 points

Evaluation Guidelines

Pass-High – Missing 0 to 2 items

Pass - missing 3 to 7 items

Fail - <missing 8 or more items

*** Note missing items on assignments using the Lab number&letter, part and item letter. EX: 2a-1B, or 3b-3C