

# CTE Skill Certificate Test Performance Documentation

This document must be submitted to the test coordinator at the end of testing each trimester/semester.

Instructor's Name: \_\_\_\_\_ Course: Desktop Publishing II  
School: \_\_\_\_\_ Test Number: 249  
# Students in course: \_\_\_\_\_ Date: \_\_\_\_\_  
# Students tested: \_\_\_\_\_  
# Students who passed performance objectives at or above 80%: \_\_\_\_\_

This is to *verify* that the students marked **YES** on performance accomplished the following performance objectives at or above the 80% (moderately to highly skilled) level.

1. Create and publish an original multipage business document utilizing the standards and objectives from Desktop Publishing II. (2-4 page newsletter, brochure etc.)

Each performance is documented and kept on file by the teacher for two years.  
(Check the documentation method used)

- Class period summary score sheet
- Recorded and identified in the class grade book

Instructor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_