

Annotation

It is essential that you annotate all of your work to explain the reasons why you chose to do something. This helps your teacher to see that you really do understand what you have been.

Annotation can be done by using call-out boxes (from the drawing toolbar) or text boxes and arrows or you could print out your work and annotate it by hand. Any method is suitable.

Below is an example of some poor annotation. This tells the teacher what you did but doesn't tell them the reasons behind your choices.

	A	B	C	D	E	F	G	H
1	I made this orange as I like the colour	Year 7 Hogwalk's Houses					This is my title	
2								
3		House	Number					
4		Slothering	6					
5		Robintoes	8					
6	I changed the colour of the House names	Huffandpuff	7					
7		Griffinboar	9					
8			30	Total number				
9			7.5	Average				
10			9	Highest				
11			6	Lowest				
12								
13								
14								
15								
16								
17								

Now have a look at this second piece of annotation. Can you spot the difference?

	A	B	C	D	E	F	G	H	I	J
1	I chose the font Bauhas as I thought it was fun and it was clear and easy to read.	Year 7 Hogwalk's Houses					I merged these cells so that the title would go across the spreadsheet rather than be cut off or squashed.			
2										
3		House	Number							
4		Slothering	6							
5		Robintoes	8							
6	I chose the correct colour for each of the house names and made the font larger and bold so that it would stand out.	Huffandpuff	7							
7		Griffinboar	9							
8			30	Total number						
9			7.5	Average						
10			9	Highest						
11			6	Lowest						
12										
13										
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22										

If you want to get the highest possible marks for your project, this is how you should be annotating your work

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