

Team Forms: README

All forms are in MS Excel 2003 format.

1. Do not add rows.
2. Do not add columns.
3. Do not add worksheets.
4. Do not change the format of the form.
5. Fill in all required fields.

DO NOT CHANGE THE FORM TO DOCX FORMAT!

Forms that have missing and/or incorrectly formatted contents may be discarded without notification.

Why? I run a macro to create the teams, and I don't want to edit everyone's form to make it work.

Specific instructions are in the forms. If something is vague or confusing, post a question to the WebCT Course Feedback forum and the instructor will answer it as fast as possible. Make sure you submit your form by the deadline, even if you don't receive an answer.