This assignment is designed to give you additional practice using a word processor. It will also give you the opportunity to review some of the literature pertaining to personal computing. Your task is to produce a technically correct document in terms of such factors as positioning text, using margins and other open space to improve readability, and correct spelling, punctuation, and syntax. Use 8 1/2 x 11 inch paper, carefully remove the "tear strips" (if you use a dot matrix printer), and staple the pages together in the upper-left corner. Your paper must be neat and easy to read.

This problem consists of three options labeled 1, 2, and 3. You may select any or all of these options, depending on the grade you hope to receive.

1. (75 points) Review an article, which you find interesting and relevant to your goals, from the last twelve months' computer literature (e.g., *Byte, PC World, or PC Magazine*). You may also use sources from the *World Wide Web*. This paper will be graded on content and on form. At least 90% of the paper must be in your own words, and any direct quotation of authors other than yourself must be cited. Your paper must be at least two (2) pages in length, and it must include an exact reference to the publication and the pages (or URLs) where you found the article. Discuss why you found the article interesting, and how you expect to use the information you learned. Use double spacing, justify only the left margin, and indent the first line of each paragraph 0.3 inches. Center your name and paper title on the first two lines of the first page, and place a “box” around your name and paper title.

2. (10 points) The second page of your paper must be numbered in the upper right corner in the form - 2 -. Use a header to do this, but suppress the header for the first page. If your paper exceeds two pages, number those pages using the same form.

3. (15 points) Use *two-column* format (hint: use the *Insert - Break - Section* menu option) for your document, but center your name and paper title at the top of the first page in *one-column* format.