You must submit two reports on computer related articles you have read on or before the due dates specified in the course schedule. Use the specifications in this handout for each of these two reports. The articles may be from any source, provided only:

1) The source publication must be in printed (not electronic) form, and must be primarily about computers or the use of computers in some discipline (e.g. articles in Computer World or PC Novice would qualify, but an article about computers in The Washington Post or on the internet would not).
2) The source publication must be published on a regular, ongoing basis at least four times per year.
3) The issue containing your article must be no older than one year.

There are dozens of computer-related magazines available, and almost every field has professional journals which focus on the use of computers in a particular discipline. Look for these publications in libraries, on news stands, in bookstores, even in grocery and drug stores.

The articles themselves should discuss some computer-related issue you find to be of interest. Try to find articles about topics you may be able to use yourself, and which are not too technical for your level of expertise. In your report you should summarize the article (be sure to cite an exact reference to the publication in which you found it), and react to some of its major points. You should mention why you found the article interesting, or how you expect to be able to use the information you learned.

Your report should be written using a word processor, and formatted similar to this page. In particular:

- Use aligned margins, 1¼ inches each on the left and the right.
- In the body of the paper, use an 11-point serif font, 0.3 inch first-line indents, a line spacing of fifteen points and paragraph spacing of an additional six points (a total of twenty-one points last line to first line of the next paragraph).
- Center your title, set in a twenty-point sans-serif font, and your name in eleven-point sans-serif font, on the first two lines.
- Include a footer, set in a sans serif font, six-tenths of an inch from the bottom of the page on each page (including the first) which says either “Article Report 1” or “Article Report 2” aligned with the left margin, and the page number, in the form “Page x of n” (where x is the current page number, and n is the total number of pages in your paper) aligned on the right (set a “right-tab” at the right margin).

The report must be more than one page in length.