

The Report

1. Two sentences have been added that don't make sense. **Highlight** them.
2. Correct the ten spelling errors using the spell-check. Do not correct names, hyphens, or the word 'Lectronic.
3. In the first paragraph, the word “node” was used three times. Replace this word with a word with a similar meaning. Find it in the thesaurus, and replace all three instances.
4. Move the bibliography to a separate page
5. Alphabetize the bibliography by the author's LAST name
6. Change the name of the bibliography to “Works Cited”
7. Put the bibliography entries into the correct format (APA format – as seen next). Make sure the commas, italics, and correct order are followed.

Author's name. (Date of publication). *Title of work*. Retrieved month day, year, from full URL

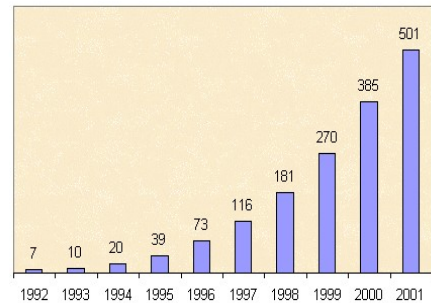
EXAMPLE:

Anderberg, Anthony. (Jan 1, 2000). *Internet Timeline*. Retrieved October 15, 2000, from <http://www.website.com>

8. The word “internet” should be capitalized as Internet. Run a “find and replace” and replace all “internet” with “Internet”.

9. Add a graph. This should be a bar graph. It should be on the right side of the document next to the 1990s section. Here is the data you need to add. You cannot just add this picture.

Internet Users in the world (millions)



10. Center the title and name. Change the name to your own.
11. Change the font of your title so that it looks different.
12. Change the decades (headers) into **bold** text.
13. Make the words “Whole Earth 'Lectronic Link” italic
14. Double-space the entire document
15. Add a table before the 1970s section. It needs to be indented on the left AND the right. The headers and left column should be colored (what color doesn't matter). The cells should be spaced evenly. The headers need to be centered. Here's what it should look like:

SUMMARY	1970s	1980s	1990s
Major Events	First public network Ethernet Email First games	Named servers Bulletin board Chat Remote machine	WWW released Public sites Internet to all Streaming media

16. Run a word count. REMEMBER THIS NUMBER.

Once you are done editing the document, save it as an .odt, and then export as a .pdf file. Send both files to reportme@pageofmystery.com.

To: reportme@pageofmystery.com

From: (your email)

Subject: X8 Report

Body: Please put in...

Your name

Class Period

The word count

Attach:

.odt file

.pdf file