

Writing Articles Simplified

SciDude Claims These Steps Guaranty Success

This is an example of what an article looks like. Your article **must** cover what we've been discussing in class recently. Your article can be written as creatively as you wish, but must show a clear understanding of the topic covered. If you have a creative idea but aren't sure if it will be acceptable, get teacher permission. Some students write articles as if they were reporters. Others write articles that are funny or critical. Some just write them like an old-fashioned report. Any way that you choose to approach this weekly task, there are

some rules that **must be followed**: Articles should consist of a minimum of one-half (1/2) page of text in 12 font. Margins may be no greater than 1 inch (1") in width. Bold type should only be used to accent single words or important phrases, not just to make the article larger. All articles should be written in **your own words--plagiarism is grounds for receiving 0 points and 0 credit on this critical part of your grade.** Besides not doing their semester project at all, plagiarism is the leading reason for students' failing Rubens' Science. Mr. Rubens advises that you use the following process to create your article: 1)Type your article into the computer. 2)After you type your half-page article into the computer, move the text down far enough to allow for a title. 3)From the toolbar, select "Insert," then "Picture," then "WordArt" to insert a title. Select the style and type in the title.



4)Select the picture frame so that you see the small black squares in it's perimeter, then select "Format Picture." Click on the "doggy" symbol that says "Square." 5)Now the black squares in the pictures perimeter should have turned to small white circles. You may now move and resize the title any way you want. 6)Highlight your text and then select "Format," then "Paragraph" from the toolbar. Select "Justify." Now your text should end at the edge of both the right and left hand margins. 7)After again highlighting your text, select "Format" then "Columns"

from the toolbar. Select 2 columns. 8)Build a file containing pictures that you want to put in your article, or open the internet and find pictures as you need them. But you should wait to insert these pictures into your article until all the above steps are complete. 9)Insert pictures into your article selecting "Insert" then "Picture" from the toolbar. Then use the exact same techniques listed in steps 4 & 5 above to put pictures where you want them. Congratulations! You now have a magazine-ready article that will bring the kind of grade you want and deserve.

