

## Computer Applications Challenge Level I

Your group has been hired as technical writing consultants for a digital video company. The group has been assigned the task of applying document formatting and doing the final document review and editing of a technical paper to be published in a national journal about producing digital movies. The document to be produced must be a FINAL version to be submitted to the journal.

### Modifications to Make

The following modifications have been requested. The revised document submitted to the technical journal will be the FINAL version submitted to the journal.

- Set the page margins to 1" for the left, right, top and bottom margins.
- The text of the entire document is 12pt Times New Roman.
- Find and replace all instances of *codek* with *codec*
- Insert the picture for figure 1 into the document. Text should not be to the sides of the picture, only above and below the images.
- Apply the title and topic title formatting for the document title and topic titles in the article. All titles are preceded with the <T> and should be removed when applying the formatting for the final document; format the text as 20pt bold Arial. All topic titles are preceded with <TT> and should be deleted when applying the formatting for the final document; format the text as 16pt bold Arial.
- Move the topic titled *Summary* after the topic titled *Comparing 1394 and the Universal Serial Bus*.
- Move the copyright statement at the beginning of the article to the end of the article.
- Remove the acknowledgment statement at the end of the document.
- The footer for every page should include the title of the article as well as the page number.
- Italicize all paragraphs starting with the word *Note*:

### Files on Disk

You are provided a disk with the following files:

- *firewire.txt* -- ASCII text version of the article to modify
- *firewire.rtf* -- rich text formatted version of the article to modify
- *firewire1.tif* -- figure 1 to insert into the document

### What to Submit

The following item is to be submitted for this event.

- A formatted, final version of the article to submit to the technical journal