

ARTICLE REVIEW

The student will choose an article related to business communications and write a 2-3 page paper summarizing the main ideas and correlating those ideas to specific concepts covered in the textbook reading. The purpose of an article review is to bring the current application of business communication to the course.

There is much literature from which to select your articles; however all articles must come from ***recognized publications or online publications***. You may use the *Wall Street Journal*, and other publications such as *Business Week, Inc., Fortune, Forbes, and Entrepreneur*.

The summary is to have two distinct parts, and should follow the following format:

Name of Author, "Title of Article," *Periodical*, Date of Publication, pp. #'s.

Article Summary

Briefly summarize the article focusing on the main topics. This section highlights main ideas in the article; opinions are not given here.

Relevance to the Material

State how the article relates to the materials covered. State the specific concept(s) **and** the **specific chapter** to which your article relates. You may state your opinions here, but it is not necessary.

Your paper should be formatted as follows:

- Typed, double-spaced, Times New Roman font (12pt), one-inch margin on all sides, APA format.
- Use headers for each of the two subject areas, followed by your response.
- In addition to the two to three (2-3) pages required, a title page is to be included. The title page is to contain the title of the assignment, your name, the instructor's name, the course title and the date. The paper should also have a reference page. ***NOTE: The title and reference pages will not be counted as part of your 2-3 pages.***
- In addition to the course textbook, a minimum of one (1) additional reference should be used. Wikipedia references will not be accepted. Make sure references are listed in proper APA format.