Module 6: Writing a Research Paper
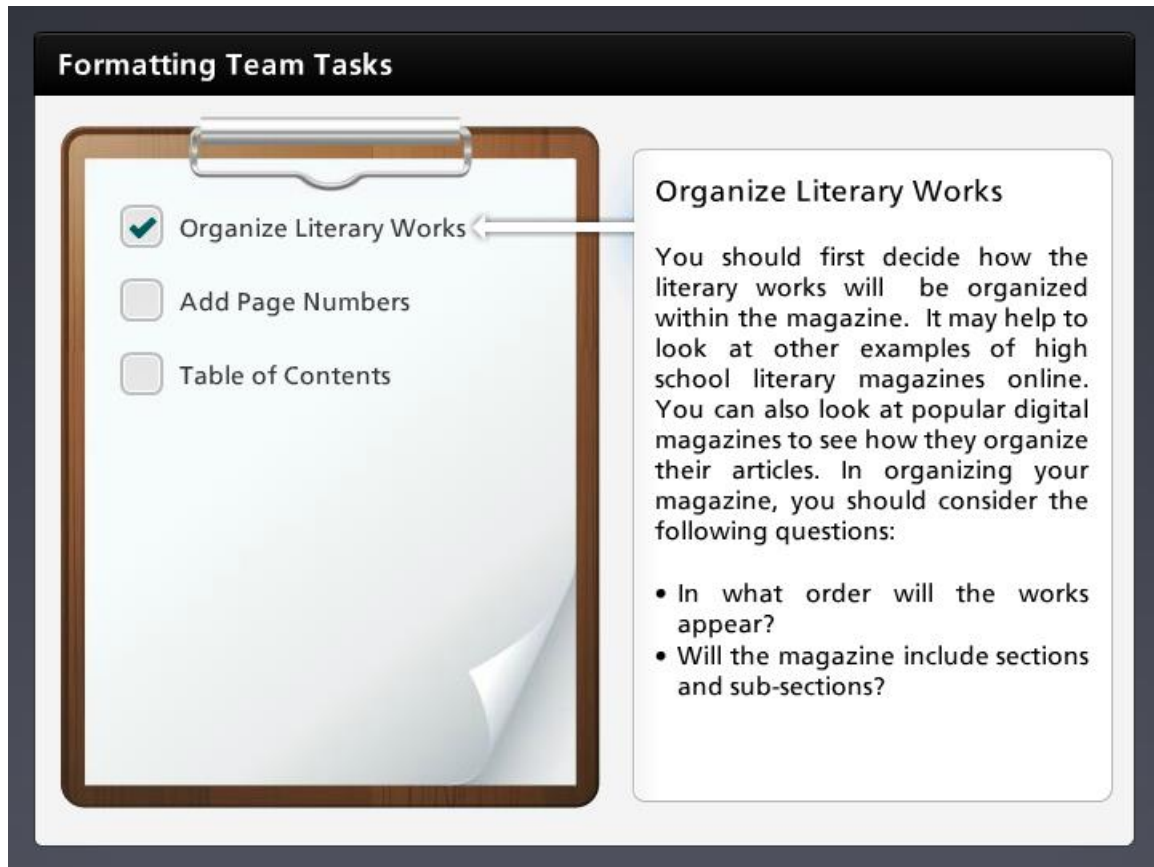## Module Assessment: Formatting Team Tasks Notes

Introduction

The Formatting Team organizes the internal pages of the literary magazine. In this interactivity, find out more about how to complete your team's tasks. Click on each of the check marks for an in-depth examination of each task.

Organize Literary Works

You should first decide how the literary works will be organized within the magazine. It may help to look at other examples of high school literary magazines online. You can also look at popular digital magazines to see how they organize their articles. In organizing your magazine, you should consider the following questions:

- In what order will the works appear?
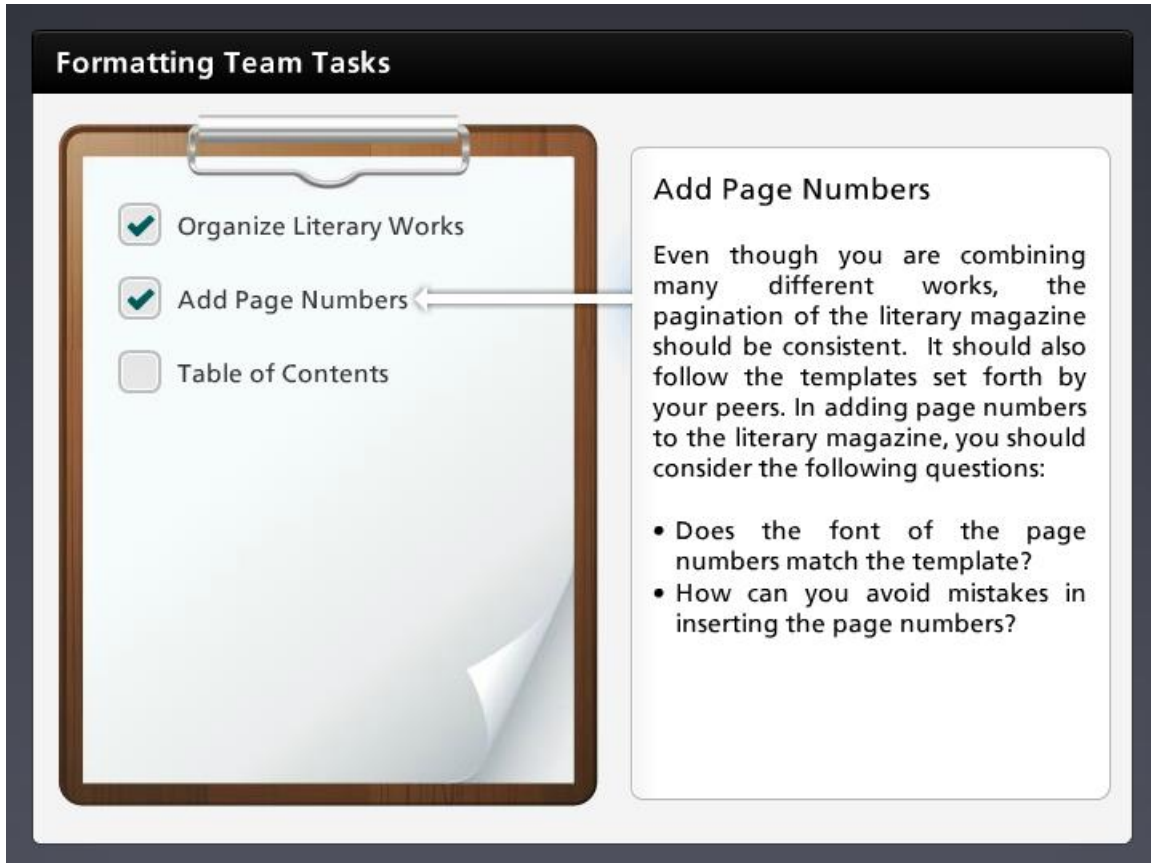- Will the magazine include sections and sub-sections?

Add Page Numbers

Formatting Team Tasks

- ☑ Organize Literary Works
- ☑ Add Page Numbers
- ☐ Table of Contents

Add Page Numbers

Even though you are combining many different works, the pagination of the literary magazine should be consistent. It should also follow the templates set forth by your peers. In adding page numbers to the literary magazine, you should consider the following questions:

- Does the font of the page numbers match the template?
- How can you avoid mistakes in inserting the page numbers?

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Table of Contents

The table of contents should accurately reflect the order of works in the literary magazine. It should also follow the template set forth by your peers. In creating the table of contents, you should consider the following questions:

- Where can you find examples of tables of content?
- How will you make all the page numbers sequential in the literary magazine?