ENGL 305  
Assignment: Field-Specific Report Analysis

Thomas Crow

9/17/2022

4.1: **Visuals**

* Graphics, white space; use of color in the report.
  + There is no use of graphics in the report.
  + There is no use of whitespace prior to the end of the report.
  + Color is used in the report as:
    - Heading titles (in blue)
    - Summary section (in blue)

This use of color was effective in organizing the document. As well the summary was easy to spot and read.

* Are fonts consistent and easy to read?
  + The use of fonts was consistent and did not cause any issue in readability.
* Visual credibility issues (e.g., misleading visuals)?
  + There were no visual aids used in this report.
* Are graphics effective? Are graphics clear? Is the information easy to understand? Is visual information correct and credible? Are there visuals that may mislead the reader?
  + There was no use of graphics in this report.
* If there are no visuals, does that detract from the effectiveness of the report? Why? Why not?
  + The lack of visuals may make reading this document slightly daunting outside the expected audience. Which, given that this is a document published by a governmental agency, could be considered. However, for the intended audience, this is a very clean and efficient report.

4.2: **Clarity**

* Is the report clear, logical, and easy to understand?

Do you notice grammatical, spelling, punctuation, or word usage errors? Where?

* + I was not able, upon several readings, find any errors or shortcomings in grammar, spelling, or word use. The writing is of a most impressive quality and is comparable to the high standards of the scientific research it itself speaks of.
* Is the purpose of the report clear? Be specific!
  + The purpose of the document is to report on if there is a difference in hospitalizations and deaths about American Indians and Alaskan natives. The document first gives the raw data regarding these questions. It then details the efforts of the researchers to verify that factors outside the demographics are considered. Such as many of the subjects living in rural areas and differences in age. Once the statistics are analyzed, the report list possible reasons for the increased number of Covid-19 deaths and the significantly higher mortality rate. (Ward, 2022)

4.3: **Organization**

* Can the reader find information easily?
  + The reader is able to access information in the report reasonably easy considering the complexity of the information presented.
* Is information presented in logical order?
  + The report presents its data in a logical manner. In the main body of the report, it presents the raw data. It then presents how the data was analyzed for accuracy. Following this was a discussion of the implications of the data. Following the main body of the report was the acknowledgements and references.
* Is there embedded numerical data that will make it difficult for the reader to find specific information?
  + The embedded data presented in two tables was presented in a manner that did not impede the reader from finding information. In fact, it was laid out in a manner that made find information much easier.

References:

Ward, L. A., Black, K. P., Britton, C. L., Tompkins, M. L., & Provost, E. M. (2022, June 2). *Covid-19 cases, hospitalizations, and deaths among American Indian or Alaska native persons - alaska, 2020–2021*. Centers for Disease Control and Prevention. Retrieved September 17, 2022, from https://www.cdc.gov/mmwr/volumes/71/wr/mm7122a2.htm?s\_cid=mm7122a2\_w#suggestedcitation