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NEWS REPORTING

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ABSTRACT

Tripikon is a pipe usage model as a means of modified infiltration ditch as an effort of water pollution minimization. The purpose of this research was to analyze the decrease of Biological Oxygen Demand (BOD) and Most Probable Number (MPN) Coliform level of domestic waste in tripikon infiltration ditch at narrow field. This research was an experimental research with a group of pre and posttest design. The result of this research was it indicated a decrease of BOD level in tripikon, thus, it was in accordance with Minister of Environment and Forestry Regulation Number 68 in 2016 concerning with domestic waste quality standards, which the maximum was 30 mg/ L. Likewise MPN Coliform level in infiltration ditch was still below the maximum level of waste water (3000 per 100 ml). The decrease of BOD level was 36.8%.

INTRODUCTION

The typical reporter is a solid and respectable citizen. At home or on duty, it's hard to tell him from anybody else. He works at reasonable hours, usually under supervision, goes home at night, figures out his taxes, writes checks for his bills and mortgage, and takes the youngsters for a drive on Sundays. However, every veteran newsman knows the pleasure and excitement inherent in the nature of the work he does. He is bored less of the time than most other people. Nearly every day, he has opportunities to make new friends. He is in touch with men and women with achievement in many fields. His richest reward is the satisfaction of going where things happen, of becoming the first to know, of being the insider, then seeing the product of his brain in print – perhaps under his own name – where it wins attention and moves the minds and emotions of others. It is a kind of satisfaction no other craft can duplicate. Most newsmen are married to their work and, in a spirit of camaraderie, talk shop eagerly and frequently. And when they talk to their neighbors, they are listened to respectfully. They are recognized as men with knowledge and influence.

Shop Talk: What special aptitudes should a reporter possess? Should the study of a foreign language be required? Which one?. What is the best term to apply to reporting – profession, trade, science, art, craft or game?.

Choose the most important liberal arts courses for a journalism student. Rank them.

What is News and Why?

The definitions of news: Ask a seasoned reporter or editor what news is and he is likely to tell you it's something printed in newspapers and suggest that you look at one. Try the dictionaries. News according to one, is a "report of any recent event or situation." Another calls it "tidings or intelligence of new or hitherto unknown things." Webster's New World Dictionary (1994), defines it as any new information or any information previously unknown. Cruz (1997) defines it as an oral or written report of a past, present or future event which is of interest to the public. A newly received and noteworthy information especially about recent important events. It is the communication of data on these events and is shared in various ways among individuals and groups. They all agree that it is a matter of interest to the public with a purpose of informing the readers on timely and significant events to help him know what is going on in the community and the nation as a whole with each passing day. These definitions are sound. News; however, is a short word with multiple meanings. In a narrow sense, it is a product as simple as soap or shoes. In a broad sense, it is elusive in quality, endless in variety, and has no limits other than those of life itself. What is news in Cebu maybe nonsense in Leyte.

What is news to the old may be folly to the young. What is news to a man may be tedium to a woman. What is news to a farmer may be trash to a teacher. What is news to the pauper, may be trivia to the prince. While all news is intended to interest, inform, or entertain somebody somewhere, no news attracts the attention of everybody everywhere.

Isolating the news element: Pick up any daily newspaper and examine the stories on the first page as though you were a mathematician searching for common denominators or a chemist seeking to separate the elements. As you find a characteristic shared by two or more articles, write down a word or phrase to describe it. You probably would start with newness, freshness, up-to-date, or of recent origin. Next you would note nearness, closeness to home, localized, or of personal interest to the reader. You already have discovered two basic ingredients in the stuff that makes news. A news story can only be considered as news if it awakens the interest of the readers or listeners. What is news to one person may not be news to others. So, before writing any news article, one must see to it that the elements of news are present in the incident he is planning to cover in order to give interest to the readers or listeners.

Immediacy – The First New Element

It refers to the timeliness of the event: "New" is a big part of news. This refers to the latest development in a story. Readers are interested in what happened today or yesterday, not in what happened weeks ago.

More students join the Sinulog Festival. People are monitoring the visit of the Pope. News, like lobster, is better when fresh.

The Impact of Proximity: *The nearness of the event to the readers.*

The closer your audience is to the event, the greater its news value. This concerns not only geographical nearness but also affinity of interest.

Pope Francis visits Tacloban City. DOH reports dengue outbreak in Region VII. News, like a sweetheart, is someone near your heart.

The Pull of Prominence: *It deals with persons, places, things and situations, which are familiar to or of importance to the reader.*

An ordinary event becomes news if it happens to people who are well-known to the public by reasons of wealth, social position, or achievement.

Maja Salvador, Kim Chiu, and Enchiong Dee grace Sinulog Festival. Manny Pacquiao is visiting Naval State University

News, like Mt. Everest, stands tallest.

Impact: *It is determined by the number of people affected, the number of boats that sink, the number of cars wrecked, etc. and the magnitude or gravity of an event.*

The more people affected, the more boats sunk, the bigger the impact of the story. Likewise, the more grisly the event is, the stronger the impact of the story.

40 students failed under "terror teacher" 100 marines killed, 50 beheaded 50% of student population ate tainted food at the canteen

News, like Manny Pacquiao's uppercut, shakes the senses.

Is it of Consequence?: *It refers not only to the importance of the event but of how it will affect the readers.*

This refers to the effect or usefulness on the reader. It is about the impact of the story on people's lives.

Does it affect him?

Oil price rollback Storm update New requirements for LET exam

News, like a cause, produces an effect to the readers.

Oddity often is News. *Any unusual or deviation from the normal course of events.* Items that could qualify for Ripley's "Believe it or Not." If an event is unusual, bizarre, the first, the last, or once-in-a-lifetime, it has more news value than if it is something that happens all the time.

Pregnant manA child born with six legs Millipede frozen in ice creamHayden and Aling Dionesia Video

News, like a shooting star, should be rare to be intriguing.

Human Emotions and Appetites. *It deals with events which are appealing to the emotions.*

A story may be weak on the other news values, but be interesting anyway. It can be as simple as an interview with a fascinating person who does unusual things or who does things that move people into tears. *Wife grieving the loss of husband who was killed in action against Abu Sayaff. An elementary pupil who saves his brothers and sisters from the fire*

News, like a telenovela, should be full of drama.

Suspense in the News Drama: *This refers to the heart-rending stories. A mother reunited with her long-lost sonSurvivors of killer earthquake or plane crash*

Conflict Draws the Crowd. *It deals with any disagreement between man and fellowman, man and nature, or man and himself.*

It involves competition and struggle. Nearly all sports have this element, so do stories about war, crime and violence, disputes in government, court cases, politicians' rivalries and intense personal disputes of high-society personalities.

Progress: *It involves any significant changes for the improvement of the community.*

Names: *It involves newsworthy people like those who passed the bar examinations or win a contest.*

Numbers and Statistics: *Results of sweepstakes, raffle draws, vital statistics of celebrities and peso-dollar equivalent makes good news.*

Romance and Adventure: Love and adventure stories, among celebrities and prominent people can arouse reader's interest.

Development: Any progress like putting up of schools, build bridges, and the like could be news items.

Animals: Stories about animals, especially those unusual ones are also newsworthy.

Calamity: Newspaper pages devote stories and photos describing casualties caused by earthquake, typhoons and other disasters.

Inspecting a front page: As a practical test of the news elements just outlined, choose a paper and dissect the front page. Ten stories for example, appear on page one of today's The Freeman, as follows:

President Aquino signs divorce bill.
 8M attends Pope's mass in Luneta.
 Strike violence breaks out in three cities.
 Four squatters' children die in fire, dog rescues the fifth.
 Beggar finds buried box of coins.
 Fifty men entomb third day in distant mine.
 Pope Francis visits Philippines.
 Television star wins divorce.
 Mayor suspends classes due to typhoon.
 Flash floods hit Leyte and Samar.

From Platform to Press

Go and Get a Story!

Look, Listen, and Learn: (*Pointers in News Gathering*)

Jaime B. Ramirez, author of Philippine *Journalism Handbook*, enumerates several cardinal pointers to remember in News gathering:

See for yourself: If possible, go to the scene of an event and witness it so that you can have first-hand information of the story.

Find the person who knows: If you fail to witness the event, seek the most responsible persons concerned and ask them for information.

Compare versions: Verify the accuracy of the data by gathering and comparing many versions from witnesses.

Get both sides: Exert extra effort to get both sides of the coin. If only one party is available, say so in your story. Present the other side as soon as you get it.

Don't give up too easily: Gathering news might be a taxing activity, but if you aim to prosper in this profession, you need to be extraordinarily patient.

Be tactful and courteous: Don't rob too much of man's precious time. Get the facts quickly and leave.

Make and keep friends: Treasure dependable information, especially if you are on a beat. If possible, mention them in the attribution of your story.

Get into the print: The most significant role of the news writer is to bring news to the public. Unprinted news means denying public access to information.

Shop talk: Explain how a reporter may mentally prepare for writing his stories before reaching his desktop computer. What do you consider the most valuable requisite for good news coverage—energy or brain work?

Writing the News Clearly

Four accounts of a fire

Edrosan euwa besoyo (*Promil Kid of the Year, 5 years old*). I saw a fire. It was a big red fire. It burned a house. There were many people around. Some men put water on the fire.

Noreen romagos (*Essay Writing Contest Champion*). Fearful scarlet tongues arose to the star-studded heavens and licked greedily at the doomed edifice while the brave firefighters risked their all to quench the terrible conflagration.

Mrs. Marimar santiago (*Soap opera watcher for thirty years*). I happened to see the most interesting fire in our neighborhood last night. There were many fire trucks called and they were able to extinguish it, but it required much effort. It probably cost the people who owned the house a good deal of money. The date was July 7, 2011. This only happens once in a lifetime, so I made a bet in the lotto "Suwertres." Yes!!!

Lucinda consuelo dela peña (*EIC, The MOLDER, NSU-LHS*). A fire of undetermined origin razed to the ground a three-story studio of Ogee Alkacid of 123 SOP St. last night. Four fire companies subdued it within an hour. The damage, estimated to be P100, 000 was covered by insurance.

Whose statement makes sense in the reporting of the fire accident? : A glance at the four reports shows that all writers obeyed the rules of grammar, and each wrote a sincere description with merit in its own way. Yet, they are wholly different types of composition. In her childish way, Edrosan told a simple story and told it well for her age. Noreen lavished the vivid phraseology of an enthusiastic youth just starting to feel the power of words. Mrs. Santiago displayed the restraint and decorum of an average matron in her correspondence. Lucinda typed with the skill of a trained reporter.

We may characterize each skill with one word: Edrosan – simplicity; Noreen – color; Mrs. Santiago – dignity; and Lucinda – clearness. Edrosan demonstrated that simplicity alone may mean immature bareness, which means that if simplicity was the only virtue of style, children's books would be the greatest literature. Noreen over-colored her pattern with a shining mass of embroidery and tinsel, shrouding the facts. Dignity is required in most forms of civilized communication, but Mrs. Santiago produced a dull and drab pattern of words. Only Lucinda succeeded in clearly conveying to her readers what she saw and learned at the fire. Simplicity, dignity, and color thus are inadequate in themselves. But, once in combination, one modifying the other, they add up to **clarity or clearness** – the sole objective in news writing. Brevity, like simplicity, is desirable but not at the expense of clearness. Certainly superfluous details and useless repetition are wasteful and call for condensation. Tight writing is wanted, but too-tight writing can squeeze the life and meaning of a story.

Think first – then write: Good writing is an extension of forceful, ordered thinking. You cannot write a story properly unless you have digested the data you have and know precisely what you are doing as the words travel from your mind to your desktop computer. Writing looks easy. Almost anyone will admit that he couldn't conduct an orchestra or perform an operation, but rarely do we find a man who doesn't think he could write for the newspapers. Writing an original story on an unfamiliar topic and from unprocessed raw material is a different matter. The attainment of clearness is style, then, demands sustained intellectual vigor. Only hard writing makes easy reading. Of the four accounts of a fire, only Lucinda started with experience and planned before she wrote.

To understand it better, here are some essential qualities of news to be considered:

Accuracy: *It refers to the correctness of statements, names, figures and other information.*

Completeness and Balance: *A news story has these qualities if it contains the important details of a news event.* This does not mean reporting every little detail; rather it means selecting important details as a result of informed judgment so that the readers will know what they need or want to know.

Objectivity: A news story must not carry the opinions of the reporter. He must report the event from the detached point of view, with honesty and impartiality. To achieve objectivity, a report should present both sides of an issue. It also means avoiding opinionated statements unless the reporter attributes it to its source.

Factual: *It consists of actual persons and events with nothing invented.*

Concise: *It is short enough to contain the most important facts.*

Timely: *It refers to the freshness or immediacy of the event.*

Simplicity and Clarity: Since the purpose of the news is to inform, the news writer must strive for simplicity and clarity. *Sentences should be short, and simple words should be preferred over unfamiliar words.*

Shop Talk

Do you consider writing as hard work? If so, why do you wish to be a reporter?. Do you agree that the average newspaper reader has a 12-to-14-year-old mind? Why or why not?. Play a game of comparisons. Have one student speak a descriptive word such as black. Others will match it with pink, ink, and ace of spades.

How to Start the Story?

The vital first words: All news reports begin with the lead, the first sentence which carries the most important part of the story. Through the lead alone, the news reader should be able to paint a picture in his mind as to what the news is all about. In writing the lead, the most interesting, dramatic, and unusual part of the story should be used. It may be an interesting quote, a short description or summary, as long as it grabs the reader's attention and encourages him to read more. The lead must be concise and simple, expressing a single idea only.

Guidelines in lead writing: A good news lead starts with the unusual idea or feature of the news event. To find this feature, the writer must apply his knowledge of news value and know who the readers are. The lead packs the most important information in one sentence. It is a one-idea, one-sentence principle. Do not start your lead with words or phrases like *a, an, last week, according to, there is, there was, etc.* Go direct to the point. A good lead cites the source of the news for the following reasons:

To lend credibility to the news. To be able to carry an opinionated statement without being guilty of editorializing.

News structure: A writer must also consider the structure of the news and arrangement of the facts gathered. Good news reports put the most important part of the story on top and the least important at the bottom, following an inverted pyramid structure. The facts gathered are to be arranged in descending order of importance. Conversely, it can also follow the hourglass style, which tells the whole story right away in a sentence; then, using a transition, tells the rest of the story in a narrative style.

Primary Lead: It is usually a short paragraph which answers at least four of the *five W's and one H* at its most effective angle.

Secondary Lead: Complements the main lead by answering those of the five W's and one H, which left unanswered.

Other important details: Other less important data that give flesh to the story.

Why is an inverted pyramid style Useful in writing news?

The Inverted Pyramid is useful for the following reasons:

It facilitates reading: Most newspaper readers are busy people. Putting the most important facts in the first paragraphs of the story would give the readers an idea of what the news is all about without having to read it in its entirety. Therefore, by just reading the lead, one can already get the news he wants to know.

It facilitates makeup: If the news story is longer than what space allows, the makeup artist may just cut away the last paragraphs because these are least important.

It facilitates headline writing: The busy Headline writer and Copy editor can prepare the headline by just reading the lead which contains the most important facts.

Shop talk: Draw and discuss the upright and inverted pyramid diagrams to show contrast between the structure of a news story and that of a play of fiction narrative. Read a 'short, short story' and show how it would be rearranged in new form. Find and criticize several overloaded summary lead sentences. Show how you would improve these leads.

Novelty in News Leads

Conventional or Summary Lead: Answers the 5W's and/or the H and uses one question as a starting point of the paragraph.

The story is presented using the inverted pyramid form where the most important data are in the first and second paragraph. This is used in straight news.

Novelty Lead: Attracts the readers' attention, arouse his curiosity and sustain his interest. It is used in writing a news feature or a feature article.

Grammatical Beginning Lead: Follows a grammatical form to add variety.

Kinds of conventional or summary lead

Who lead: *The person involved is more significant than the event.* President Aquino led a tree-planting activity in Tacloban yesterday as part of his administration's commitment to preserving the environment.

What Lead: *The most important angle of the news is the event.*

A tree-planting activity was launched yesterday by the city government in Tacloban as part of Pres. Aquino's directive to preserve the environment.

Where Lead: *The location where the event takes place is more significant than the other aspects of the news.* The Smokey Mountain will be the site of a future floral garden.

When Lead: *Only used if the time element is more important than the other angles of the story, which is seldom.* July 15 is the deadline for filing the Income Tax Return forms.

Why Lead: *The cause of the event is the most effective angle of the story.* Because of bullying, about a hundred students dropped out from school last year. This was learned from SSC President Sheena Lanugan.

How Lead: *The process or the manner of how the event happens is more important than the other angles of the news.* By installing more closed-circuit cameras in Manila malls sending out guards with dogs and setting up checkpoints, police acted on the warning of the senior official of a possible terrorists' major attack in the capital following a ferry bombing in Zamboanga City that killed 30 people on Monday.

Kinds of novelty lead

Narrative Lead: *It draws the reader into the story by allowing him to relate himself with the character of the story.* December 1999. With the Y2K scare and end-of-the-millennium jitters hovering in the air, I found myself in a bookstore for some last minute shopping. I was looking for the abridged versions of the classical Heidi and the Secret Garden to give to my nieces when I saw a vaguely familiar title on the shelves: 'The Lady or the Tiger' and other stories. As I traced the embossed title with my right index finger, a particular memory flooded my consciousness.

Descriptive lead: *It illustrates a mental picture of the subject to the reader. This is effective in writing a personality sketch.* The night fell as we descended from the summit of Mount Makiling. Darkness covered the mountain. The cicadas were sending us off with their choir. While walking, we couldn't stop imagining the possible appearance of Maria Makiling who, according to legend, is the goddess of this mountain.

We were expecting her along the trail or under the trees in her white dress, as we remembered Rizal describing her fabled beauty in one of his books. The goddess 'disappointed' us, however.

Quotation lead: *This statement is uttered by a well-known person or celebrity.* "You stole the presidency, not only once but twice." Shouted Susan Roces, widow of Fernando Poe Jr., during a gathering of the opposition, denouncing President Gloria Macapagal-Arroyo's alleged vote rigging during the 2004 elections.

Question lead: *A thought-provoking question to capture the interest of the reader and lead them to find the answer provided by the succeeding details of the article.* When was the last time I told my father I loved him?

I wish I could tell him a thousand times how much I love him now, but he is already heedless inside his coffin.

Teaser: *A device to deceive the reader in a jesting manner to arouse his curiosity and gently lead him into the story.* It is generally short, crisp and witty. Riddles are often used and they do not give the readers any clue on the nature of the story. They are mostly suggestive and humorous. Which comes first, the hen or the eggs? Well, egg could not be made possible without the hen. But where does the hen comes from?

Punch Lead. *It is short, striking one-sentence lead.* Hungry farmers are selling not only their carabaos, but also their children.

Astonisher Lead: *It uses an exclamatory sentence.* NSPC 2012 Champion!. Bold red letters printed on a three-meter long streamer was hung over the gate of Naval State University of Biliran Division when the 2011 issue of the school paper, The MOLDER, won as overall Best School Paper during the National Schools Press Conference (NSPC) held at Puerto Princesa, Palawan on April 9-13, 2012.

One-word lead: *It uses a very significant word to capture or arouse the interests of the readers.*

BANG!

Sprinters from the different divisions of Region VIII zoomed like bullets to the finishing line in a 100-meter dash during the Eastern Visayas Regional Athletic Association (EVRAA) Meet, held at the Tacloban City Astrodome, Tacloban City, April 1-5, 2012.

Parody lead: *It consists of a parody of a well-known quotation, song, poem, book, or movie title.* "You only live once, but if you live it right, once is enough."

This familiar adage proved true to Charlito Colendrez, a priest who died while rescuing his parishioners at the height of flooding in Infanta town in Quezon last year for he was posthumously awarded for his godly bravery.

Background lead: *It describes an event in which the background overshadows the individuals who participate in it; often use of stories about carnivals, festivals, dances and others.* By selling junk, the NSU-LHS was able to construct a three-story concrete building.

Prepositional phrase lead: With a few pages taken out from an old notebook and sent through mail, a high school junior convinced President Aquino to give more funds for education.

Infinitive phrase lead: To promote journalism, the Division of Biliran is offering a one million peso prize for division journalists who will win the first place in the National Schools Press Conference next year.

Participial Phrase Lead: Armed only with an umbrella, Dodong Charing foiled a bank robbery yesterday in Cebu City. Hoping to cop first place, the Biliran Dolphins honed up for the basketball championship games.

Gerund phrase lead: Winning the photojournalism ‘first place’ trophy during the regional press conference was Naval State University-Laboratory High School’s best achievement of the year.

Clause Lead: Because Sept. 9 was Osmeña Day, all lessons dealt with the life of the late Sergio Osmeña.

Punch or astonisher lead: *Beautiful but dangerous.* Beware of attractive women reported to be going the rounds of business offices in Makati enticing employees to invest in the jewelry business. The business may be fake.

Direct quotation lead: *“Noise is killing you slowly but surely.”* Thus said Dr. Eric Santos, an ENT specialist, who warned that noise is one of the most harmful pollution, during the medical week forum held at the NSU Gymnasium on August 2.

Question Lead

Who will reign as Miss Biliran this year?. This will be known July 15 after the final screening to be held at the Naval Gym.

Parody lead: Water, water everywhere, but no water to drink. This was what the flood victims in Manila found to their dismay.

Descriptive lead: Dressed in white ‘toga’ and with diplomas in their hands, 120 high school graduates marched down the stage to the tune of NSU Hymn.

Reasons for using novelty lead

- to enhance the readability of the newspaper;
- to arouse the reader’s interest;
- to add vigor and color to writing; and
- to challenge the ability of the writer.

When to use novelty lead?

- when you have some facts, which are not entirely straight news;
- when you have some facts, which may be made much more interesting by a novel way of expressing them;
- when the use of novelty lead seems natural, appropriate and unrestrained; and
- when the purpose of your lead is to arouse the reader’s interest.

Tips on how to use an effective lead

Use a simple sentence: Do not overload the beginning paragraph with the answers of five Wh’s and one H. Remember that the second paragraph is a secondary lead too. Do not use an important or unusual word twice in the same sentence. Avoid, when possible, the use of articles such as a, an, the, as the beginning word of the lead.

SHOP TALK

Why are not all stories written with summary leads? Is a newspaper more attractive if the leads vary?. Discuss the advantages and shortcomings of picture, question, and quotation leads. Choose an ordinary summary lead story and show how the opening paragraph could have been written in several different ways. Why is it necessary for the premise in the lead to be borne out in the body of the story?

The Story Structure

After the lead, what?: With the first facts of his story selected and put into attention-getting words, the news writer may well pause and survey his handiwork with satisfaction. The most exacting part of his job has been done and finishing it is more a matter of coordination than of creation. It consists of arranging and then sequence. There are well-known blueprints to guide him. In the process of gathering data and taking notes and again of digging out and perfecting a lead, the reporter weighs and discards subordinate facts and alternate word patterns. These are likely to become usable as he types the body of his story. We will liken the reporter to other artisans apart from a painter and a chef for he is one of the fraternity of craftsmen who create in their minds and work with their hands. We will now symbolize him as a sculptor molding a human figure and then as a builder of pyramids. Either the statue or a pyramid so that the final product is symmetrical and complete with no essential feature distorted or omitted. If, in the role of a word sculptor, you have fashioned your lead or head of a figure like that of a dainty maiden or a wishful child, you certainly do not plan to spoil it with the torso of a gaunt warrior or a weighty wrestler. Looking downward from the top, let us next examine the neck of a news statue-the portion of a story connecting the opening statement to the main bulk of copy which follows.

The lead-to-body link: The neck, or bridge, segment of a story may be only a few words or a fat paragraph or two. While not always required, it usually serves one of these purposes:

- To fill in identifications too detailed for the lead.
- To bring in one or more secondary but significant facts.
- To attribute the lead statement to authority.
- To explain one of the W’s, usually Why.
- To recapitulate what has gone before.

The pyramid in new shapes: We switch our symbolism now from statues to pyramids in order to better visualize the structure of the more common types of news stories. The upside-down pyramid, or triangle, represents the makeup of a standard news story more adequately than any other figure yet devised. However, its lines are too straight and its shape too regular to depict variations.

Types of news stories

According to style of presentation

Straight news: The data are presented in direct fashion using the summary lead.

News feature: The data are presented indirectly through the use of novelty lead.

According to place of occurrence

Local news: The event happens within the locality of the readers.

Foreign news. The events take place outside of the country.

According to content

Science and technology news Development communication news Sports news

According to sources

Action or Accident Story: The reporter himself is an eyewitness of the event that happens. Writing the accident, fire, or disaster story is a good exercise for beginning news writers. Accidents and disasters are common but it is the job of the news writer to play up the element which makes a particular accident different from other accidents.

Interview Story: A great number of news stories appearing in newspapers are secured by reporters through conversation or interview with a reliable news source. Reporters must develop the skill of extracting significant information from people.

Meeting Story: Meeting stories are common stuff in the school paper. Meeting of different school clubs, PTA, alumni, and the faculty club can be a good source of news.

Program Story: This kind of story is similar in form to the meeting story.

Quote Story or Speech Story: Speeches during programs and convocations are interesting sources of news. Reporters covering speeches must secure a prepared copy of the speech if available and must also use a tape recorder. Reporters must get the right lead fact from the speech such as a significant announcement made, a significant pronouncement or declaration, a warning aired, or a challenge hurled.

According to page makeup

Single incident story: It deals with one event only.

Composite feature story: It deals with more than one event that happened almost at the same time.

News brief: A news item, usually not more than two paragraphs.

Bulletin: An important last-minute news of a running story and printed on the front page in boldfaced type and may be boxed.

Flash: It presents only the basic facts of a fresh story that comes in too late to be printed in full news item.

Side bar story: A brief news item on some lighter aspects of an event placed side by side to a related and significant news.

According to the sequence of occurrence

Advance news: A report of expected event.

Spot news. A report of events, which the writer has actually witnessed.

Coverage news: It is based on a given assignment or beat line news gathered from hospitals, police stations, funeral parlors, office of the principal, and other government and non-government agencies.

Follow-up news: A news story of the recent development of the reported event.

Routine news story: News about routine activities like celebration of *Independence Day, Buwan ng Wika, Christmas* and others.

Sources of news for school paper

One of the key components of good news writing is the use of sources. In doing so, a writer should use the most authoritative sources; official sources, statements from witnesses or people who either have first-hand information about the event or the ones directly affected by it.

Recommended sources for school paper include the following:

Beats: Such as the office of the principal, different departments, guidance office, library, and sports' teams.

Datebook: It contains a record of school activities throughout the year.

Different clubs and organizations

Students and teachers

Community

Rules in paragraph construction in news writing: A paragraph of the news should not exceed 75 words. Important facts should be placed at the beginning of the paragraph. Avoid repetition of clauses, phrases and other similar grammatical construction at the beginning of each paragraph. Do not put direct quotation and indirect quotation in the same paragraph. One-sentence paragraph is preferred in writing news, but if it cannot be done, it should not exceed three sentences. For easy reading, average number of words per sentence should be between 15 to 20. A sentence longer than 30 words may be hard to understand. Arrange paragraphs in the descending order of importance so that the layout editor can delete the last least important ones for lack of space.

Qualities of a news writer

has a nose for news knows where to get data inquisitive patient interested with people has a wide vocabulary knows what

angle of the event should be highlighted in the news can easily identify event, which is worth publishing as news resourceful
j. reliable
k. wide reader
l. fair
m. always seeking for truth

Interview to gather news: Interview is a process of getting information about a particular topic from an authority through question and answer.

Types of Interview

Formal Interview: It is conducted after prior appointment with the source or interviewee. It can be done through face interview or written questions. The source should be informed about the topic ahead of time so that he can prepare all the needed information in advance.

Informal Interview: It is a chance interview to a news personality on the spot. This is also known as ambush interview. A telephone interview is under this category, too, since there is neither prior appointment nor face-to face encounter between the reporter and interviewee.

Types of Interview Stories

Factual story: This is when the reporter tries to get the opinion of the person on a current issue.

Feature or personality story: The writer on this type of interview story tries to cover the intimate details of any outstanding person, celebrity, government official or any ordinary people with extraordinary experience.

Biographical story: This is usually long and substantial since it covers the life of prominent individual.

Tips on effective interviewing

Write, call or see the source personally to get his permission and to see the time and place of the interview: This will give him enough time prepare the information you need about the topic.

Prepare the questions before the actual interview: Be sure you have adequate background information on the topic so that it will be easier for you to ask the right question.

Be punctual on the appointment. Don't let the interviewee waste his time to wait for you.

Be respectful. Don't forget to introduce yourself but don't brag your position or rank in your newspaper or school paper.

Ask the most important question first. This is a must especially in ambush interview where the interviewee could be done in just a split of a second.

Listen attentively to what the interviewee says so you can make a follow up questions.

Don't interrupt or argue with the interviewee. Let him talk so you can elicit answer from him.

Keep any personal bias to yourself. If you disagree with what he says, keep it to yourself. You are writing his story, not yours.

Be always a journalist. Even if the interviewee is a friend or an acquaintance, make sure to draw the line between your job and your relationship.

Pay your obligation. If you invite your source at a restaurant, pay for the food or drinks. You will earn his respect more and you will not be obliged to write only his version of the story, too.

Never show your discomfort even if your interviewee is boring. You can make excuses if you can no longer stand with him.

Be polite. Remember the source is sparing his time just to accommodate you.

Be sure to record the interview either by shorthand or through the use of a tape recorder.

If you intend to take picture of the interviewee, ask his permission.

Steps In writing the news story

List down all the data. Arrange facts in a descending order of importance. Make the lead play up the most interesting and important points. Present the other details of the news in the next paragraph to answer the questions not yet answered.

Tips in news writing

Write the news as soon as you have gathered the facts. List facts according to their descending importance. Highlight the most important data as your lead. Be accurate in presenting facts. Names should be given in full when first mentioned. Thereafter, use Mr. and/or surname for men, Miss or Mrs. and/or surname for women or any special or appropriate title. Attribute authority or source of news to strengthen reader's confidence in the accuracy of the story and to protect the newspaper from libel suit. Identify names mentioned. If the person has several identifications, use the one relevant to the facts of the story.

Avoid editorializing. Do not inject your opinion to the news. **Be objective.** Present facts without bias. **Make short paragraph.** Write one-idea, mostly one-sentence paragraph. **Use simple words. Use simple sentences but vary their length. Do not involve yourself in the news by using first person. Prefer the active over the passive voice. Present both sides of the persons involved in the news. Place direct and indirect quotation separately in paragraphs. Numbers from 1 to 9 should be written in word and 10 and above should be in numerical figure. Do not start the sentence with numerical figure.** Have it in word.

Data gathering for a speech story: Before the speech, get a copy of the speaker's resume' from program organizer. During the speech, take down significant and startling statements in the speaker's own words. Take note of his style, his rapport with audience. If necessary, interview the speaker for clarification or additional information. Organize your notes.

The end of the story: Unlike any other kind of composition, the standard news story, built like an inverted pyramid, tapers to an end. This, of course, is not true of the suspended interest story in which the point rests in the final telltale word or words without which it would be ridiculous. The final part of the news should tie the different pieces of the story together. A good way to end is by using a remarkable quote from an important source to wrap up everything. A writer can also formulate a paragraph predicting the outcome of the event being reported. However, we cannot avoid the fact that the end of the standard inverted pyramid article is the least interesting phase of it. All such stories stand in peril of the failing ax and few readers get to the end anyway. Just the same, a sufficient percentage of concluding lines do remain and are reached by the reader to warrant the writer giving his final words a bit of extra attention. A quotation extending over several paragraphs should not come at the end of the story nor should concluding paragraph answer the question in the preceding one. Certainly, the writer needs to finish the point he is making even if he has to trim out an earlier paragraph. Sometimes, he can return with a twist to the main theme of the story. Or, better, he may wind up with a tomorrow angle: "The trial will be resumed at 10 a.m. tomorrow." If his ending is clever enough, the copy and makeup editors may keep it. If it is lost, no tragedy will occur. If it rides through into print, the story will seem more complete and satisfying to the faithful reader who has stayed with it to the last word.

Writing the headline: After writing the conclusion, it is now the writer's job to create an attention-getting headline which is to be extracted from the lead. This all the more reinforces the importance of the lead in the news story. Headline writing is considered a nearly impossible task because it entails choosing 5 to 7 words that would tell an entire story consisting of 500 words; and this must be done according to a rather strict set of rules. The headliners' job is to lure the reader into the story. It must be done honestly, not promising something that is not in the story. It must use lively, interesting, and sparkling verbs, cramming as much information into those words as possible.

Shop Talk: Compare the structure of a news story to a statue, train, and a pyramid. How does the reporter achieve smoothness in the body of his story? Find and underline the connectives in a half a dozen articles?

Conclusion

News Reporting is Basic: The foregoing discussion makes it clear that there will be no radical upset in the methods of disseminating news until entirely new discoveries and technical improvements are made. Such discoveries and improvements are not at all impossible. But even if they come, they will still constitute publication in the broad sense of the word. Whether news is conveyed via chiseled stone, clay tablets, papyrus or parchment, the town crier, carved wood or

handset type, the printing press, facsimile receiver, radio loud-speaker, television screen, or some other vehicle, it is publication. The printing press, the microphone, the TV camera, and so on are but mechanical links between news sources and the senses. Somebody must gather news and somebody must put much of it into words. These are basic and everlasting occupations. It is true that a television camera can cover a fixed news event such as a boxing bout. But will the stealthy murderer call the TV mobile unit to telecast his crime? Or can the electronic camera penetrate invisible thoughts and emotions that make news? A radio or television newscaster can speak a few lines of news from memory, but can he go on for long without using accurately written copy?. Definitely not. The gathering and writing of news must continue regardless of changes in publication media. And so far, the techniques of both skills have been developed by the newspaper and merely adapted to the other media. Moreover, many newspapers, radio or television stations have interlocking ownerships or close associations which make it easier for reporters to enter the new fields if they choose. You need to have no fear for the future if you start your journalistic career as a news reporter. Newspapers will be printed for decades to come; television and radio simply add to your opportunities to use your basic skill in covering and writing news. There will always be news and there will always be a demand for men and women to get it and write it. To those who plan to go forward and make their living as reporters, the future promises opportunity, satisfaction, and security. News reporting always has been and always will be a game of eternal youth. It wants open minds, clear heads, and sharp wits. It reflects the growing and changing world. To record the news and to present it to a free people who are seeking the truth from a free press is an exciting and challenging lifework worthy of the best of us.

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