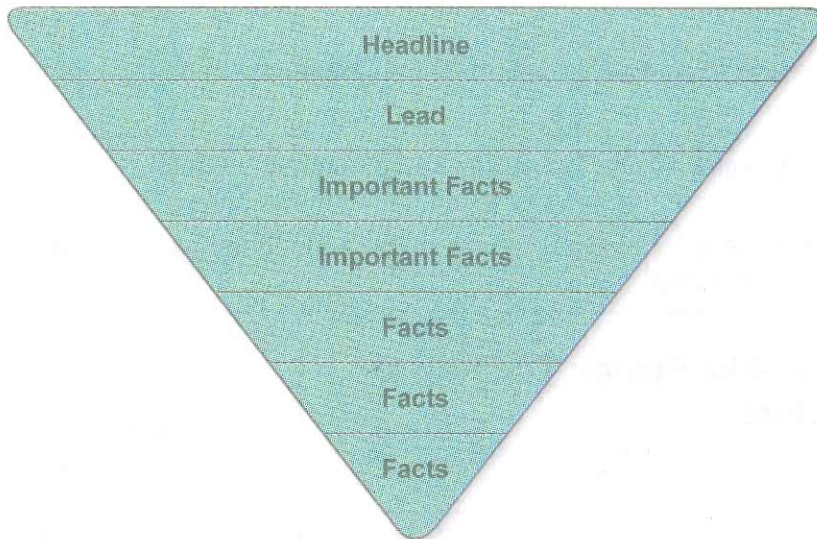


## 2 The Inverted Pyramid Style

- News reports are most frequently written in the "inverted pyramid" style. The essential facts are presented near the beginning of the report.
- Paragraphs are independent of one another, and relatively complete in themselves.



## 3 Steps to Writing a News Report

1. Catch reader interest in the lead by creating interesting "facts" answering the questions, who, what, where, when, why and how.
2. Use quotations to make the report more interesting, and to reveal the person's point of view on the subject; use non-connotative dialogue tags, like "said" or "says" to maintain the impression of your objectivity.
3. Include some facts to illustrate your topic.
4. Be sure your news report is consistent with the headline and photo provided; an off-topic report will result in a lower score.
5. Write in short, independent paragraphs of two to three sentences each.
6. Write a news report, not another type of assignment (such as a comic, speech, etc.); changing the genre of the piece will cause it to be considered "irrelevant," and will result in a lower score.
7. Write your report in the third person (i.e., "he said" not "I said")

## 4 Writing News Reports

In writing your news report, you should consider the following:

- Examine each headline and the picture that follows in order to find ideas for your news report
- Use the W5 (who, what, when, where, why) and how method for creating the content
- Your report should consist of many short paragraphs, rather than a few long ones
- Use transitional words and phrases to create coherence in your report
- Write in full sentences, using correct grammar, spelling and punctuation