WRITING A NEWS REPORT

WEEK 4
OSSSLT PREP
HOW TO WRITE A NEWS REPORT
A news report is a factual account of an event. It is meant to tell the reader about the details of something that has happened. News reports are an efficient way to report the events taking place locally and around the world. Students will have to write one news report on the OSSLT using only a headline and picture as a source of information.
Writing a News Report

1. Task: Write a news report on the next page based on the headline and picture below.
   • You will have to make up the facts and information to answer some or all of the following questions: Who? What? Where? When? Why? How?
   • You must relate your newspaper report to both the headline and the picture.

Purpose and Audience: to report on an event for the readers of a newspaper

Length: The lined space provided for your written work indicates the approximate length of the writing expected.
Guest Speaker’s Message Inspires Students

Write your report on the lines provided on the following page.
THE FORMULA

- 5Ws and H
- Written in 3rd person and NO opinion
- Quotes and detailed information
- Short sentences and simple language
<table>
<thead>
<tr>
<th><strong>Headline</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Paragraph 1 – Introduction</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Who</strong></td>
<td>[the main participants in the event]</td>
</tr>
<tr>
<td><strong>What</strong></td>
<td>[the event – or what your news report is about: refer to the headline]</td>
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<tr>
<td><strong>When</strong></td>
<td>[date-look at the picture to identify an appropriate month/time –must be in the past]</td>
</tr>
<tr>
<td><strong>Where</strong></td>
<td>[look at the picture to identify an appropriate place]</td>
</tr>
<tr>
<td><strong>Paragraph 2 – Body</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Why / How (details)</strong></td>
<td>[give enough details to ensure that the reader will understand what has happened]</td>
</tr>
<tr>
<td></td>
<td>[at least 2 sentences about WHY this happened; 2 sentences about HOW this happened; include numbers]</td>
</tr>
<tr>
<td><strong>Paragraph 3 – Quote</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Quote</strong></td>
<td>[a direct quote from a participant or witness]</td>
</tr>
<tr>
<td><strong>Paragraph 4 – Conclusion</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Summary and Thought for the Future</strong></td>
<td>[- how it ended; -what might happen as a result]</td>
</tr>
</tbody>
</table>
STEPS FOR WRITING

1. Examine the photograph and the headline—decide what event took place. *Story must relate to BOTH!*


3. Write the body clearly explaining the Why? and How?

4. Include two direct quotes from relevant people.

5. Write a conclusion. Wrap up the results of the event or state what may happen in the future.

6. Write in 3rd person, simple language, short sentences, and do not include personal opinion.
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<tbody>
<tr>
<td><strong>The response is related to headline and/or photo but is not a news report.</strong>&lt;br&gt;or&lt;br&gt;The response is a news report related to the headline and/or photo. It identifies an event, but provides no supporting details, or provides details that are unrelated to the event.&lt;br&gt;There is no evidence of organization. <strong>Question 1</strong>&lt;br&gt;<strong>The response is related to headline and/or photo but only partly in the form of a news report.</strong>&lt;br&gt;or&lt;br&gt;There is evidence of organization, but lapses distract from the overall communication.&lt;br&gt;The response is a news report related to the headline and photo with a clear focus on an event. There are insufficient and/or vague supporting details or the connection of the details to the event is not always clear.&lt;br&gt;The response is a news report related to the headline and photo with a clear and consistent focus on an event.&lt;br&gt;The response is a news report related to the headline and photo with a clear and consistent focus on an event. There are sufficient supporting details, however, only some are specific. The organization is mechanical and any lapses do not distract from the overall communication. The response is a news report related to the headline and photo with a clear and consistent focus on an event. There are sufficient specific supporting details, which are thoughtfully chosen to develop the news report. The organization is logical. The response is a news report related to the headline and photo with a clear and consistent focus on an event. There are sufficient specific supporting details, which are thoughtfully chosen to develop the news report. The organization is coherent demonstrating a thoughtful progression of ideas.</td>
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STUDENT CHECKLIST

Content
- Included details that answer:
  - Who?
  - What?
  - When?
  - Where?
  - Why?
  - How?
- Identified a single event
- Quotes from participants in the story

Organization
- Logical sequence of events
- Transition words to link sequence of events
- Unbiased tone
- Correct spelling and grammar
- Written in third person
- Short sentences and simple language
CONSOLIDATION
CONSOLIDATION

- Complete the following section in your practice booklet

- Booklet 1: Section IV (News Report)

- When finished news report, complete STUDENT CHECKLIST and leave inside booklet; hand in booklet to be evaluated