

## L7 - REPORTING AND EDITING

---

### Keywords

Reporting	Objectivity	Correct, descriptive, factual, Impersonal and narrative.	Vigil
Editing	Accuracy	Radio bulletins	Lead
Indispensable	Clarity	Factual stories	Profiles of newsmakers
Current events	Publication, telecast or broadcast	Overhears	Journalists
News story	Corrected, modified, value-added, polished, improved	Clue	Investigative reporting
Feature	Condensation	Zero-hour mentions	Scandal
Investigations	Command Over the language	Debates	Sting Operation
Interviews	Correct judgement	General budget	Interpretative reporting
Observation	War correspondent	Railway budget	Correspondents
Major development	Editor	Chief editor	Sub editors
Value add the report	Backgrounder	Byline or Credit	Type faces
Newspaper layout	Page making	News portal	News agencies
Photo agencies	Catchword or caption	Picture editing	Press freedom
Misleading	Defamatory	Vulgar or obscene	privacy
National	The press and	Defamation case	

Interest	registration of books act 1867		
----------	--------------------------------	--	--

## In-text Questions

### In-text Questions 7.1

1. Define the process of reporting and editing.
2. Name any five sources from where reporters get news stories.

### In-text Questions 7.2

1. Mention two items of hard news which you have read in today's newspaper.
2. Mention two soft stories you have read recently.

### In-text Questions 7.3

1. Mention five qualities required for a good reporter.
2. What is a scoop? Give two examples.

### In-text Questions 7.4

1. You are reporting a cabinet reshuffle. What additional information do you require to better your stories?
2. Mention three rules of good editing.
3. What are the tools required by a sub editor?

## Terminal Questions

1. Explain the importance of reporting and editing in a news story.
2. Describe in detail the basic facts to be taken into account while reporting.
3. What are the qualities of a good news story?

4. Give an account of qualities of a good reporter.
5. What is editing? Explain the role of editors in a newspaper office.
6. Prepare a front page of a newspaper with news and photographs.

## Previous Year Questions

1. What is reporting? [1]
2. How many times a fortnightly is published in a month ? 1
3. What is breaking news? Give an example. 2
4. What is the difference between hard news and soft news ? 2
5. Explain hard news and soft news. 2
6. What is a scoop? Give examples. 2
7. What is feature? 2
8. Explain hard news and soft news. 2
9. Write any two limitations of newspaper. [2]
10. Write one example of positive news and one of negative news that you have recently read in newspapers. 2
11. What are *two* categories of news? 2
12. What is reporting ? How do reporters perform their duty of reporting ? 4
13. Write any four media ethics. 4
14. What are the sources of news stories ? 4
15. What is lead in a news story and what are *two* characteristics of a good lead? 4
16. What are four qualities of a good news report? 4
17. Briefly discuss any two unhealthy trends in newspaper industry. 4
18. List out the ethical codes to be practised by media person. 4

19. What are news stories and their sources? [4]
20. Explain any four qualities of a good news story. [4]
21. List any four functions and responsibilities of media. [4]
22. Write any four qualities of a good reporter. [4]
23. What is a newsletter? Explain. [4]
24. What are the tasks performed by a subeditor? 4
25. Comment on *four* media ethics. 4
26. What are news stories and their sources? 4
27. Define the process of reporting and editing. 4
28. What are the different types of news. 6
29. Name any six sources from where reporters gather news. [6]