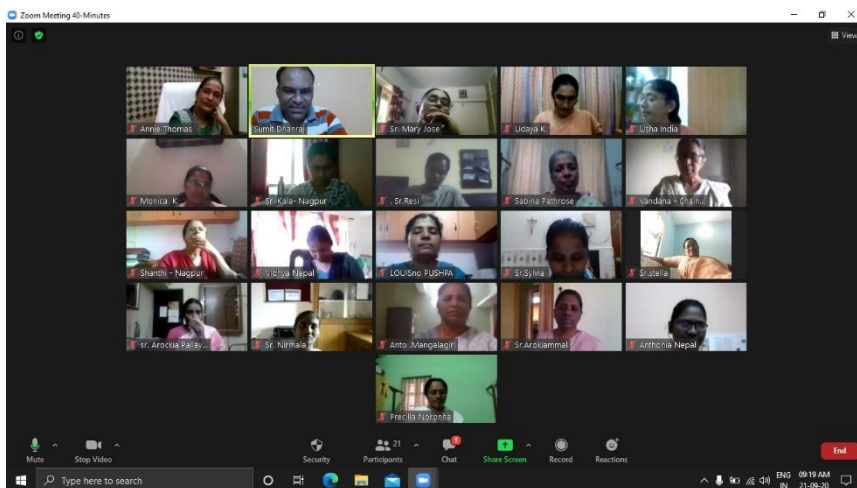


To become Voice of the Voiceless

Training on News Writing and Reporting

Learning never ends. The openness to learn something new and updating of oneself regularly makes a person more equipped and resourceful. Sr. Pushpa Louis the Province Leader of CEIN (Central East India Nepal) was inspired by the experiences of Srs. Mercy George RGŚ, Amalorpava Mary RGŚ and Nithya Kumari Chowriah RGŚ on

Online Training in “News Writing and Reporting” organized by NISCORT Media College, NCR Delhi. She felt that if more sisters are trained in this field will increase the proficiency of the sisters and quality in the mission. She consulted her council and listed out 20 Sisters of the Province who are working in 8 States of India and Nepal.



20 Good Shepherd Sisters were trained in News and Report writing

Feature of the course

- + Paragraph writing
- + News writing & Reporting
- + Article and Feature article writing
- + Interview report writing
- + Press Conference
- + Fake News in Media
- + Journalism in India
- + Way forward

The Sisters engaged in Educational, Health, Social and Pastoral ministries of the Province participated in an online Course on News Writing and Reporting from 13th - 21st September 2020.

Mr. Sumit Dhanraj the Free Lance Journalist from Indore, Madhya Pradesh was the trainer for this entire course. He shared his expertise on News Writing and Reporting.

The introductory session was held on 13th September 2020. Fr. Robinson Rodrigues, the director of the NISCORT Media College, NCR Delhi and Mr. Sumit Dhanraj the Trainer introduced each other to the trainees. The trainees were asked to introduce themselves. The time frame of the course was scheduled for 9-11am. The trainees were asked to submit the assignment between 6-8 pm every day.

Feature of the course

The trainer said that the media is a tool/ Medium of communication of facts and figures. He explained the types of media in use today- print, electronic, social, mass, public, digital news etc. The trainer imparted the techniques and methodology required for formation of attractive headings, report writing, articles and feature article writing, interview report writing, to hold press conferences for print media and to differentiate between the fake and actual news. He said that the headings attract the eyes of the reader therefore the writer should have a creative and an innovative heading. Through illustrations he opened the eyes of the trainees to the catchy headings.

Paragraph writing

During the session on paragraph writing the trainer even reminded the basic requirement of formation of sentences. The reporter should have a flow of ideas in one paragraph, as ideas change, he or she should change the paragraph.

News writing & Reporting

The reporter uses 5 W's namely *What, When, Where, Who/by Whom, Why* and 1 H namely *How* to make a report authentic. The good report contains facts, figures and truth. It has significant information, focuses on the context, portrays human stories and has the right words at the right place. The headings of the report should be in present tense. It is written in inverted pyramid style, which means the important information should be written first and least important information should be last. It has headings, subheading, lead, body and ending. The writer needs to keep in mind the word count of the particular newspaper on which he/she is intending to publish his or her report. The writer / reporter needs to have sufficient knowledge of the issue. He/she should gather information from primary as well as from secondary sources in order to give accurate reports of particular issues or themes. The reporter should be an observant observer at the news spot, he/she should have sound listening ability and be able to read in between the lines of the news to bring out the reality.

The report writer or the Journalist should have qualities of a nose for news, outgoing nature, ability to develop sources, clarity of expression, ability to cope with pressure, effective communication, common sense. He/ She should be an unprejudiced observer, truthful, honest, punctual, person of basic human values and be able to check the facts before producing a story or a report. The reporter needs to acquire the values which originate peace, justice and brotherhood in the society.

Article and Feature article writing

The article is a piece of writing about a particular subject to be published in a newspaper and in the periodicals. It is written in inverted pyramid style. The articles need to be based on current issues; therefore, the writer should be aware of the signs of the time.

The Feature articles are written on a specific matter, person or the place for the particular group. The main purposes of feature articles are to entertain people. It contains appropriate photographs.

Interview report writing

An interview report is the first hand information, gathered by the journalist from a prominent person to report in the press media. It is written in an inverted pyramid style. The interview requires various preparations; the interviewer should have deep knowledge of the subject in which he/she is going to interview a person. He / she should take an appointment with the interviewee directly or with the concerned person. He/ she should frame the question before the scheduled interview. At the time of interview, the interviewer should have a pen, paper, microphone, recorder, camera and camera person. With the consent of the interviewee

the interviewer can use the recorder for better collection of information. The interview report can be written in two ways: question answer style and news report style.

Press Conference

Press conference is held to disseminate important information related to current incidence, situation, achievements etc. to the society through media. The host needs to invite the media persons with a formal written invitation. The host also needs to prepare a press statement before the press conference on the topic. The host may provide a press kit and refreshment and gather the information of the Journalists at their arrival. The hosting company/ institute should have a moderator for the smooth running of the press conference. The spokesperson should have sufficient information on the topic and be able to answer the queries of the Journalists.

The reporter should be armed with questions, should ask only the most important ones, and should focus on the facts not the sugarcoated news. He/ She should not be intimidated with power or stature.

Fake News in Media

Fake news has less accuracy, is full of exaggeration and fictitious. It has emerged with the advent of social media. Today no media is free from fake news. As a reporter or a reader one should do a CRAAP test to know the currency, relevancy, authority, accuracy and purpose of the report in the press, electronic and social media. As a responsible citizen the reporter and readers should discard fake news, have discussion and debate to find the truth.

Journalism in India

Journalism is the fourth pillar of the Indian democracy, which gives freedom of speech to every citizen of the country. India has the second largest

newspaper market in the world. It has 1,600 satellite Channels with 400 news channels, offering provisions to be heard.

There are very few media persons, who stand for truth and justice. The genuine journalists find it

difficult to bring out the facts as many press media is owned by political parties of the country. They have to bear the consequences to the extent of losing their lives for the cause of justice.



Way forward

The trainer challenged the trainees to step into journalism to become the voice of voiceless, the Dalit's, Indigenous people, the women and the children. He encouraged them to build good rapport with the journalist of the place of work, who can be helpful for the publication of the news of the activities of the NGOs and demands of the people. He also impelled the trainees to write letters to the editor and articles based on current issues. He listed out few important dates of journalism; 3rd May World Press Freedom day, 2nd July World Sports day, 19th August World Photography day, 14 September National Hindi Day, 2nd November International Journalism Day, 16th November National Press day etc. to write articles for such important events.

The trainees were assigned to put into practice the learning of each day. They came out with 10 catchy headings, one short paragraph writing, 2 news report writings, 2 articles, 1 feature article and 1 interview report writing. These assignments enabled the trainees to understand the demands of the print media and awakened the writing and reading skills.

Sufficient times were allotted for interaction between the trainer and the trainees for clarification of doubts. This opportunity has built the confidence of the trainees to write reports creatively and authentically. This course has opened the eyes of the trainees to see the press media and electronic media from the angle of accuracy.

“Gratitude can transform common days into thanksgiving, turns routine jobs into joy, and changes ordinary opportunity into blessing,” says Willam Arthur Ward. Mr. Sumit Dhanraj the trainer has made a difference in the life of 20 Good shepherd Sisters of Province of CEIN through his systematic teaching and personal accompaniment. The sisters feel blessed with this opportunity and are filled with gratitude to Sr. Pushpa Louis the Province Leader of CEIN,

NISCORT Media College, NCR Delhi and Mr. Sumit Dhanraj the trainer for their enormous contribution in the report writing skill development.

Sr. Monica Kujur RGS,