



**BIRLA INSTITUTE OF TECHNOLOGY AND SCIENCE, Pilani**  
**Hyderabad Campus**  
**AUGS/ AGSR Division**

**FIRST SEMESTER 2024-2025**  
**COURSE HANDOUT**

Date: 25/08/2024

In addition to part-I (General Handout for all courses appended to the time table) this portion gives further specific details regarding the course.

**Course No:** GS F 244  
**Course Title:** Reporting and Writing for Media  
**Instructor-in-charge:** KRISHNANUNNI HARI

**1. Course Description:**

This is an introductory course of newsgathering and reporting for students with a keen interest in the nuts and bolts of journalism. It familiarises them with the basics of reporting—becoming more curious about the world, identifying and gathering vital information, generating interesting perspectives, and writing incisive stories. The main focus of the course is on fundamental topics in journalism such as news values, styles of newswriting, approaches to newsgathering, the basics of news editing, conducting and reporting interviews, and the ethical dilemmas that colour journalistic practice.

**Course Objectives:**

- To introduce the 24x7 media reporting and its consumption
- To understand the basics of journalism, especially writing for print and other media
- To familiarize the students with different styles and structures of news writing across media
- To equip them with skills of reading news stories between the lines
- To develop basic reporting techniques, including conducting different types of interviews and writing straight news as well as feature articles
- To plan and create their own course newspaper and feature stories where they put the theory into practice.

**Prescribed Text book:** Raman, Usha. *Writing for the Media*. Oxford University Press 2009.



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**Reference Books:**

1. Bender, John R., Lucinda D Davenport, Michael W. Drager, and Fred Fedler. *Writing and Reporting for the Media*. 12<sup>th</sup> edition. New York: Oxford University Press, 2018.
2. Harrower, Tim. *Inside Reporting: A Practical Guide to the Craft of Journalism*. McGraw. 2006
3. McLuhan, Marshall. *Understanding Media*. MIT Press. 1994
4. Lakshmanan, Nirmala (ed). *Writing A Nation: An Anthology of Indian Journalism*. Rupa. 2006

**2. Course Plan**

Lecture No.	Topics to be covered	Learning Objectives	Chapters in Text Book
1-3	A day in the newsroom; today's journalism, its history, evolution and present-day challenges.	Awareness of present media scenario and understanding its role in modern world.	1 & 2. R1 Ch 1
4-6	Parts of a newspaper; journalists and the division of labour in a newsroom, News Agencies, Media terminology, and News values.	Understanding the path of news from the scene to printed newspaper. Understanding of what is newsworthy and what is not.	1,2,3. R1 Ch 2
7-9 10-11	The Nature of News: Breaking news, hard news and soft news.  Newsgathering and building sources.	Learning to apply the basics of reporting and writing.	Ch. 4 & 5
12-13	Basics of Interviewing: Conducting interviews and building a story.	Ability to understand interpersonal power relations, interviewing decorum, selecting information.	Ch. 6. R1 Ch 11
14-16	Definition of News Literacy, its significance and attributes	Enabling the skills students need to discern fact from fiction and to know what to trust	Class resources
17-18	The Lede/Lead: Types of leads, Writing leads as per soft, hard	Knowledge of writing the leads	Ch. 7 and 8. R1 Ch 7,8,9



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19-21	stories, and feature articles.  News Structures: Inverted pyramid, linked boxes, hourglass and Wall Street Journal.	as per the news story, and identifying the structure appropriate to the news	
22-23	Role of attribution in stories, types of attributions, and their relevance.	Understanding the importance of attributing information to sources in newswriting, knowing where to place attribution.	Ch 6 & 9. R1 Ch 10
24-25	Significance of Quotation in a news story, and its functions.	Identifying what should be directly quoted and what paraphrased.	
26-27	On writing: transition, description balance. Partial quoting and Paraphrasing		
28-29	Feature Writing: Different types of features	Ability to differentiate news features from other news writing and write effective feature articles based on different issues.	Ch. 13. R1 Ch 12
30-31	Editorials, opinions and analysis	Identify and reproduce the distinctive features of editorials.	
32-34	Beat reporting, Development and social issue reporting, and the relation between media and Public Relations.	Understanding routine everyday stories, how to handle social issue reporting sensitively, and objective PR news coverage.	Ch 10,11,12. R1 Ch 19
35-36	Art of editing, and Application of AP Stylesheet for news writing.	Sound exposure to the basic objectives of editing through AP Stylesheet practice	Ch.14, R1 Appendix B
37-38	Language of media, Basic ingredients of news language, language change in media writing, and creativity in language	Understanding the power of language essential for writing news, command over grammar and punctuations and ability to experiment with everyday news ideas	Appendix 2. R1 Ch. 4



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39-40	Ethics of Journalism, Ethical Standards, unethical reporting cases	Understanding the legal and ethical considerations for journalists and sensitivity about the unethical practices prevailing in media business.	R1 Ch. 3, 5, 6. Supplementary material.
41-42	Photojournalism: Picture placement in news stories, types of basic shots and the meanings they communicate	Mastering the skill to blend the ideas with the right pictures in a story	Class resources

\* Additional material may be provided in class on requirement.

After completing this course, the students will be able to

- understand the fundamentals of journalism
- build the important skills: newsgathering, reporting and writing
- practice accuracy, newsworthiness, sensitivity, objectivity and fairness in the news reporting
- pay attention to spelling, grammar, Associated Press style, attribution, appropriate news structures, types of news leads, the use of quotations and paraphrasing
- write hard and soft stories: crime reporting, PR reporting, reporting accidents and natural calamities etc.

**5. Evaluation Schedule:**

S.No	Evaluation Component	Duration	Weight age %	Date & time	Nature of Component
1	Mid Semester Test	90 min	25		CB



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2.	In-Class and Take-Home Assignments (Class Newspaper; News Bulletin; Feature writing etc)		30		OB
	Classroom participation		10		
3.	Comprehensive Exam	3hrs	35		CB

- **Minimum pass-mark criteria** to secure a valid grade in the course will be 20% of the entire evaluation.
- **Chamber Consultation Hour:** To be announced.
- **Notices:** Will be put on the CMS and displayed on the Notice boards.
- **Make-up Policy:** Make-up will be granted only in genuine cases.

**Krishnanunni Hari**  
**Instructor-in-Charge**  
**Course No: GS F 244**



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