



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

**SECOND SEMESTER 2020-2021**  
**COURSE HANDOUT**

Date: 18/01/2021

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** : GAJENDRA SINGH CHAUHAN  
**Instructor** : Gajendra Singh Chauhan

**1. Course Description:**

It is an introductory course of newswriting and reporting for budding journalists. It familiarises the students with the basics of reporting-how to become more curious about world, generate proactive ideas, gather vital information and write incisive stories. Its main focus is on central topics as news values, grammar basics, effective use of English, newswriting style, traditional story, structures and styles, interviewing techniques, reporting on speeches and meetings and common ethical dilemmas.

**2. Course Objectives:**

- To introduce the 24x7 media reporting and its consumption
- To know the basic of journalism specially the media writing
- To familiarize the students with different styles and structures of news writing across the media
- To prepare them how to learn how the read between the lines specially the news stories
- To develop basic reporting techniques, including conducting interviews and writing feature articles
- To plan and create their own course newspapers and TV news bulletins in which they submit their own articles/stories and promote their work

**3. Prescribed Text book:** Lorenz, Lawrence Alfred and John Vivian. News Reporting and Writing. Pearson Education, Delhi, 2005.

**Reference Books:**

R1: Fox, Walter. Writing the News. Surjeet Publications, Delhi, 2003.



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R2: Neal, M. James and Suzanne Brown, Newswriting and Reporting, Surjeet Publications, Delhi, 2004

R3: Ahuja, Chabra. Editing. Surjeet publications, Delhi.

R4: Stovall, James G. Writing for the mass media. Pearson Education, 200

**4. Course Plan**

Module Number	Lecture session/Tutorial Session.	Reference	Learning Outcome
1. Introduction to Mass Media, its history, growth and popular trends	L(1-3) Today's journalism, Functions & effects..	Ch.1	Awareness of present media scenario and understanding its role in modern world
	L (4-6) Journalist and their work, News Agencies, Media terminology, and News values	Ch.1, 2 & 11, Class notes	
2. News Writing and Reporting	L (7-10) The Nature of News: Breaking news, hard news and soft news. L (11-13) Sources of News Gathering	Class resources and practices	Learning to apply the basics of reporting and writing
3. Leads and News Structures	L (14-16) Power of Lead: Types of leads, Writing leads as per soft, hard stories, and feature articles	Ch.3 & 4	Knowledge of writing the leads as per the news story, and identifying the structure appropriate to the news
	L (17-18) News Structures : Inverted Pyramid model, Linked Boxes Structure and Wall Street Journal formula	Ch.5 and class notes	
4. Quotes and Attributions	L (19-21) Role of attribution in stories, types of attributions, and their relevance	Ch.6	Understanding the role of attribution and quotation in news reporting and further application in news stories
	L (22-23) Significance of Quotation in a news story, and its functions L (24-25) Partial quoting and Paraphrasing	Ch. 6	
5. Feature Writing	L (26-27) Feature Writing: News features and Timeless features and its various forms	Ch. 11	Ability to differentiate news features from other news writing and write effective feature articles based on different issues
	L (28-29) Feature Writing: concept, structure, and writing plan	Ch. 11	



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6. Editing & Editorial AP Style Sheet	L (30-31) Art of editing, and Application of AP Stylesheet for news writing	R3: Ch-1,2 R3: Ch-9,11	Sound exposure to the basic objectives of editing through AP Stylesheet practice
7. Language of News	L (32-34) Language of media, Basic ingredients of news language, language change in media writing, and creativity in language	Ch. 9	Understanding the power of language essential for writing news, command over the grammar and punctuations and ability to experiment with everyday news ideas
8. Basics of News Anchoring and Interviewing	L (35-36) The dynamics of News Anchoring, qualities of an anchor preparation and challenges	Class notes	Learning the news anchoring and designing the TV news bulletin while conducting interviews for the course as assignment
	L (37-38) The art of Interviewing: Pre, During and post interview process	Ch. 16 & 17	
9. Ethics, Media and Society	L (39-40) Ethics of Journalism, Ethical Standards, unethical reporting cases	Ch.24	Understanding the legal and ethical considerations for journalists and sensitivity about the unethical practices prevailing in media business
10. Photojournalism	L (41-42) Picture placement in news stories, types of basic shots and meaning they exude	In-class	Mastering the skill to blend the ideas with the right pictures in a story

After completing this course the students will be able to

- learn the foundations of journalism
- build two important skills: reporting and writing
- practice accuracy, newsworthiness, deadlines, objectivity and fairness in the news reporting



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- pay attention to spelling, grammar, Associated Press style, attribution, the inverted pyramid structure, types of news leads, the use of quotations and paraphrasing
- write hard and soft stories: obituaries, accidents, speeches/meetings, crimes and interview profiles.

**5. Evaluation Schedule:**

S.No	Evaluation Component	Duration	Weightage %	Date & time	Nature of Component
1	Mid Semester Test	90 min	30		CB
2.	Class Assignments <ul style="list-style-type: none"><li>• Making of a monthly tabloid (The View) as a team 10%</li><li>▪ Daily News Analysis (DNA) &amp; Presentation 10%</li><li>▪ Writing a Feature/ Human Interest story 5%</li><li>▪ News Bulletin 15%</li></ul>		40		OB
3.	Comprehensive Exam	2hrs	30		CB

**6. Make up Policy:** No make up for assignments. Make Up (Mid Semester Test & Comprehensive Exam) - subject to prior permission.

**7. Chamber consultation hours:** To be announced in the class.

**8. Notices:** All the notices concerning this course will be displayed on 'Nalanda Portal'.

**9. Note (if any):**

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



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