



News Report Writing Task

A news report is a writing task which looks for factual information organized in a certain way. The topic is provided for you in the form of a headline and a photograph; it is usually about a community event.

It should be a *minimum of three paragraphs*. The first paragraph should answer the questions *who, what, when, where, and why*. The following paragraphs provide additional information on the 5W's and details on how the event took place. Ensure you provide direct quotations from eyewitnesses, participants, and/or experts. The most important information should all be provided near the beginning and the least important information near the end.

You must relate your newspaper report to **both** the headline and the picture.



News Report Sample

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STEP ONE: Preview the Headline and Picture

Read the headline and look at the picture.

Use **your imagination** to come up with the answers to the following (on the test, record this in the "**Rough Notes**" section):

Who:

What:

When:

Where:

Why:

How:

STEP TWO: Brainstorm your Quotations

Think about who a reporter would interview about this event. Usually these are eyewitnesses, participants or experts.

Use your imagination to write at least one or two quotations from someone connected to the event. Use quotation marks to make it clear when someone is speaking.



EX: **A student from ACVI, Ellie Markham, said, "This was such an inspiring event! I am so motivated!"**



You try: _____ explained, _____
_____."

STEP THREE: Write the News Report using the proper structure

LEAD PARAGRAPH: In 2 or 3 sentences, write the basic facts from your 5W brainstorming.

BODY PARAGRAPHS: In a few sentences each, expand your basic facts to include several details. Continue to explain why the event happened and all the detail about how it came to take place. Include your quotations into these paragraphs where appropriate.

CONCLUSION PARAGRAPH: This is another very short paragraph that wraps up the news report. Provide a clue as to the next steps or future plans of the people involved with the event.



HINT: Remember to write in third person (no "I/me" or "we/us") unless you are giving a direct quotation.

HINT: You **must** relate your newspaper report to both the headline and the picture.

HINT: Make sure you fill in all of the space provided. Your answer needs to be written in *complete sentences and paragraphs*.

You try...

- Task:** Write a news report based on the headline and picture on the next page.
- You will have to make up the facts and information, answering 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.

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Rough Notes

Use the space below for rough notes. Nothing you write in this space will be scored.

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

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