

# News Report

- The key elements of a News Report are: ➤ Write in 3<sup>rd</sup> person

## 1. **Headline**

- Catches your attention
- Sums up the story



## 2. **Byline**

- Writer's name
- Writer's Specialty, e.g. sports, food, crime, current events
- Date

## 3. **Placeline**

- Where the story begins



## 4. **Lead**

- The opening section
- Gives most important information
- Should answer most of the 5W's
- Should be catchy

## 5. **Body**

- Supplies detail
- Most important details come first
- Simple true statements
- 2-3 paragraphs



## 6. **Quotation**

- What someone actually said
- Adds accuracy
- Adds "at the scene" feeling

# News Report - An example

**Headline**

**Car thief caught trapped in target vehicle**

**Byline (name of author)**

Jim Day, Staff Reporter  
Wed Feb 25, 2009

**Placeline**

**Lead**

- catches reader interest,
- most important info
- introduces topic
- answers most of the 5W's

CANBERRA - A bungling Australian car thief was nabbed after accidentally locking himself in the vehicle he was trying to steal, police said Wednesday.

**Quotation**

Police were called to a house in Adelaide after two thieves were heard trying to steal a car. On arrival they were surprised to find a 53-year old man hiding inside the vehicle.

"The man, while breaking into the car, had locked himself in the car and couldn't get out," South Australian police said, adding a second thief was found hiding in nearby bushes.

**Body**



<sup>1</sup>Simnett, D., & Reed, D. (2009). *Learning about Writing a News Report* [PDF document]. Retrieved on 01.30.14, from <http://schools.peelschools.org/sec/lornepark/SiteCollectionDocuments/EQAO/OSSLT%20StED-Writing%20A%20News%20Report.pdf>