

The Student Voice

THE NEWSPAPER OF YOUR SCHOOL

Students take over the newsroom for the first issue

Replace this standfirst with one sentence explaining why the story matters to the people reading it.

BY A REPORTER, YEAR 10

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Keep paragraphs short. Two or three sentences reads as a paragraph in a column of this width, and anything longer arrives as a grey slab that the eye slides off. Break for a new speaker, a new fact or a new place.

Numbers, dates and names are what people actually read a small paper for, so spell them out and check them twice. A misprinted date on a printed page cannot be edited later, which is the one real difference between this and a website.

When you have replaced everything, delete any paragraphs left over rather than stretching the text to fill. White space at the foot of a column is normal in a newspaper and looks far better than padding.

Quotations do more work than description. One sentence from somebody who was there is worth three of your own, and it gives the reader a second voice to listen to halfway down a column.

Cut the first sentence you wrote. It is almost always a run up rather than a start, and the second sentence usually turns out to be the one the story wanted to open with.

Read the whole column aloud before it goes to the printer. Sentences that trip you when you say them will trip the reader too, and on paper there is no way to fix them afterwards.

Photographs need names. A picture with no caption is decoration; a picture with the names of the people in it, left to right, is the reason somebody keeps the paper

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Caption goes here. Say who is in the picture and what they are doing.

INSIDE THIS ISSUE
Sports day results
The new library
Letters to the editor
Clubs and societies
Puzzle page

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Sports day brings a record turnout

A short item is two or three sentences. Use these along the foot of the page for results, notices and thank yous. The rest of this column is placeholder text. Type over it. A newspaper column is narrow, so put the point of the story in the first two lines and let the detail follow; readers give a column about three sentences before they decide. When you have replaced everything, delete any paragraphs left over rather than stretching the text to fill. White space at the foot of a column is normal in a newspaper and looks far better than padding.

Library opens an hour later on Thursdays

Notices like this are the reason people keep a school paper on the kitchen table for a week. Keep paragraphs short. Two or three sentences reads as a paragraph in a column of this width, and anything longer arrives as a grey slab that the eye slides off. Break for a new speaker, a new fact or a new place. Quotations do more work than description. One sentence from somebody who was there is worth three of your own, and it gives the reader a second voice to listen to halfway down a column.

Drama club announces the spring play

Give the date, the place and who to ask. That is the whole job of a short item. Numbers, dates and names are what people actually read a small paper for, so spell them out and check them twice. A misprinted date on a printed page cannot be edited later, which is the one real difference between this and a website. Cut the first sentence you wrote. It is almost always a run up rather than a start, and the second sentence usually turns out to be the one the story wanted to open with.

The story that carries on from page one

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A second story for the lower half

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A pull quote is a line lifted from the story and set large. Pick one that says something, not one that summarises.