**![C:\Documents and Settings\asmith.STMARYSERVER\Local Settings\Temporary Internet Files\Content.IE5\F2P275BD\MC900290272[1].wmf]()Writing Your Article**

So, you chose a topic to write about, collected facts and conducted interviews. Now the big question: How do you actually write a news story?

**Plan**

Organize your story. Make a list of facts and story-related information, putting everything in order from most to least important.

**Write**

 See reverse for tips on using the “upside-down pyramid” writing process used by journalists.

**1.** First paragraph: In the first few sentences, answer these questions:

* ![C:\Documents and Settings\asmith.STMARYSERVER\Local Settings\Temporary Internet Files\Content.IE5\903OW1QR\MC900441902[1].wmf]()Who?
* What?
* When?
* Where?
* Why?/How?

*(Hot Tip: Grab the reader's attention. Use a question or something unexpected in the lead sentence!)*

*![C:\Documents and Settings\asmith.STMARYSERVER\Local Settings\Temporary Internet Files\Content.IE5\IAIJ7U17\MC900047766[1].wmf]()*

**2.** Middle paragraphs: Now, give the details. It is always a good idea to include one or two quotes from people you interviewed.

* Present information from most to least important
* Write in the third person (*he, she, it, they*).
* Be objective (fair and accurate).
* Use active verbs so the reader feels things are really happening!

![C:\Documents and Settings\asmith.STMARYSERVER\Local Settings\Temporary Internet Files\Content.IE5\4HI1PUBI\MC900232899[1].wmf]()

**3.** Last paragraph: Round out your article.

*(Hot Tip: Try ending with a quote, catchy phrase or unusual fact! )*

**4.** Byline: After the last paragraph, tell who wrote the article: *-- By Joe Smith*

**Review**

**1.** Proofread your article and make changes/corrections where needed.

**2.** Spell check

**3.** Save to Newspaper Club folder as your last name and story topic: *JonesBookReview*