

# Features of a Newspaper Report

## Headline

The most important part of a newspaper is the headline. It attracts people attention and encourages people to read it.

Tips: The font should be big and bold. Use catchy short sentences with puns and Alliteration.

## Opening sentence (orientation)

This should tell the reader the main “gist” of the story AND makes the reader want to read on.

Tip: Generally only one sentence so it needs to be good.

## Main Body text

Written in past tense. Use clear sentences and paragraphs. Make sure it is in Chronological order. Make sure you add specific information

Tips: Answer the five “W’s” (When, who, where, what and why?).

## Photo and caption

Photos is a snapshot of the story. A caption is like a label for the photo.

## Fact and opinion

Facts are things that are true (have happened). Opinions are people’s views or beliefs.

## Punctuation

Remember, Sentences always start with a capital letter and end in a full stop. Use commas for lists and to add clauses.

Tips: You can use speech “” marks for quotes.

## Finally

Remember, newspaper stories are written by reporters. It is their job to find information about the story. This could be by researching facts or by interviewing people. Have your notepad with you at all times!!!