**INTERVIEW ORGANIZER AND NEWS STORY TEMPLATE**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hour: \_\_\_\_\_\_\_\_\_\_\_

As you watch the interview, take notes below.

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| --- | --- |
| Name of the editor: | Daily tasks or work of an editor: |
| Education or background information: | Other Important facts from the interview: |

After the interview, organize your notes into a news story.

|  |  |
| --- | --- |
| HeadlineTitle |  |
| BylineWriter’s name |  |
| The LeadSummary of the most important information—who, what, where, when, why, and how |  |
| Supporting Paragraph #1Secondary information that supports the lead |  |
| Supporting Paragraph #2Additional supporting information or details |  |
| Conclusion or Wrap UpSums up the story or makes a general statement |  |