

News Article Structure

Parts of a News Article

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Each **News Article** should have a **Headline**. This summarizes your article in 3-8 words, and is designed to grab the reader's attention. Focus on the most important element, and make it sound interesting. Sometimes, really long articles will use **Subheadings** to organize information within an article.

Printed News usually has a **Byline** and a **Dateline** (see to the left for an example). The Byline tells readers who the author is, and their job title. The Dateline is found one line below and tells the audience when the article was written. Note that in print media, the date written does not always match the date it was published; sometimes more pressing news will bump your article to another day.

Pictures are another great way to draw in readers. Each picture must be accompanied by a **caption**, explaining who and what is depicted in the picture.

Organizing the Story

Instead of structuring your article in **chronological order** (by time), your article should be structured by **importance**. This structure is known as the **inverted pyramid**, because you state the most important information first, and work your way to the least important information.

Your first sentence (or paragraph) is known as **the Lead**. This will tell the reader most of the

W5: who, what, where, when, why (and how). Your lead should answer at least 4 of these questions, as the rest of the article will usually elaborate on why and how.

Finally, **conclude** your article. Consider summarizing the important elements, or letting readers know what's going to happen next.



Inverted Pyramid Structure

Make it Professional

Finally, use Microsoft Word (or another publishing program) to its full potential and use **Consistent Styles**. This means make all your headings a consistent font size and face.

Give your paper an authentic feel by adding **columns** after your article is written. This will break up the text, and give you more options for putting in images.



@MrBignell

In the body of your article, be sure to **ask the experts**. Use **quotations** (and **ethos**), and talk to the professionals for their opinion. Reporting on a crime? Talk to a police officer. Tooth decay? Ask a dentist. Witnesses of events can also be valuable resources to provide information and description.

Finally, fill the **white space**. A real newspaper wouldn't have blank space when your article is finished. Fill it with things you'd find in a newspaper: other articles, movie reviews, weather forecasts, crosswords, etc..

This is white space.
Why is it here?

Weather for Kitchener, ON



6°C | °F

Overcast
Wind: W at 29 km/h
Humidity: 66%



Fri
9° -2°



Sat
1° -4°



Sun
0° -3°



Mon
3° -3°