

## Features to watch out for in a newspaper report

- Attention-grabbing headline. Short and sharp
- Factual - giving information, answering the questions: Who? What? Where? When? How?
- Keeping the story exciting and the pace fast so the reader does not get bored.
- Clear sentences, not too long and complicated.
- Direct quotes from witnesses or reported speech where a direct quote has not been obtained.
- Short paragraphs to break up the text.
- Clear conclusions.
- **Style - can be chatty or formal**

Chatty	Formal
<ul style="list-style-type: none"><li>• Direct speech.</li><li>• Active voice to say exactly who did what.</li><li>• Shorter sentences.</li><li>• Informal language (e.g. contractions such as 'don't' or 'wouldn't').</li></ul>	<ul style="list-style-type: none"><li>• Reported speech.</li><li>• Passive voice to avoid saying who or what was the cause.</li><li>• Longer sentences.</li><li>• Formal language with no shortened forms.</li></ul>

## News Report Success Criteria

	Pupil X or ✓	Adult X or ✓
Punchy headline - attracts attention and may play with language in some way		
First paragraph answers the questions: Who? What? When? Where?		
Retell of main events - information is logically organised in paragraphs		
Written consistently in the past tense		
Powerful vocabulary		
Quotes or eye witness statements. Direct and reported speech used correctly		
Extra information added using commas/brackets (This can be included in the written draft even if completing a verbal report)		
Conclusion (what is happening now?)		