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EDITORIA	GRADUATE TRAINING SCHEME (PROVIDE	D BY PRESS ASSOCIATI	ON AT	HOWE	EN) O	VERVIE	W 2009
	Syllabus	Tutor					
WEEK 1	Syllabus	10101					
				1			
		Tony Johnston/ Mike					
	Evening welcome	Watson					
		Tony Johnston/ Mike					
Mon 8	Introduction to course	Watson		-		-	
	The role of the multimedia journalist in today's newsroom				 		
	What makes news; sources of stories; the news agenda today						
	The role of video and the skills required						
	Getting the basics right: use of words, story		}				
Tues 9	construction, intros, identifying	Tony Johnston					<u> </u>
	key points of a story, the do's and don'ts of dropped intros, telling it simply,			Í	1		
	dropped intros, tening it simply,						
	writing to style, keeping in accurate, keeping it balanced, writing as tightly						
	as possible.						
· · ·	The newspaper industry – an overview,						
Wed 10	history, setting where we are in	Peter Sands					
	context, content that sells, the art of editing, grammar, punctuation, use of						
	language – clichés, jargon, unnecessary adjectives, meaningless modifiers						
	building pictures in the readers' minds; common mistakes; further exercises						
	in tight writing and editing.]
Thurs 11	Thinking headlines – for reporters and production journalists. What makes a	Peter Sands					
	good headline, and a bad one; headline styles - the label, the narrative, the						
	quote, the one-word, the pun; relationship between main decks, strap lines					·. ·	
	and sub decks; attribution; headlines on the web; the reporter and					·.	
	production journalist working together Pictures on a page: captions; visual						.
Friday 12	joumalism Writing and editing a complete page written and edited accurately.	Peter Sands					

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WEEK 2								
		Andy Drinkwater/ Julian						· · · ·
Mon 15		Sambles					··	
Tues 16		Andy Drinkwater						
	The basics cont'd: rewrites, using quotes to			1				
Wed 17	animate and tell a story, writing	Tony Johnston						
	and editing pitfalls, practical exercises in good							
	writing and editing, examples	·				-		
	of well-edited stories and poorly edited text.							
	An introduction to video: tapes, batteries,							
Thurs 18	camera set-up	Christina Fox						
	Focus, picture composition, exposure,							
	shooting for the edit							· · · · · · · · · · · · · · · · · · ·
	Sequences, sound and connections to the							
Friday 19	camera, Pieces to camera and	Christina Fox					ļ	·····
	interviews	ļ				ļ		
			┥────┤					<u> </u>
WEEK 3								·····
	Advanced interviewing skills - understanding					1		
Mon 22	body language	Tony Johnston						
	Face to face and telephone interviewing,			ļ				
	death knocks							
	press onferences and putting interviewees at					Į	1	
	their ease							
		Tony Johnston/ Mike						
Tues 23	Advanced interviewing skills cont	Watson						
	Developing camera techniques; interviewing							1
Weds 24	on camera	Christina Fox	<u> </u>				L	
	Story boardingShooting a story in video							· · ·
Thurs 25	framing shots, voiceovers,	Christina Fox						
	shot ratios; understanding audio							
Friday 26	Overview to Government and FOI	Paul Francis						
		ļ						
			· [[1	<u> </u>	
WEEK 4		DUUM				 	ļ	
Mon 29	An introduction to editing in video	Phil Muse	·			<u> </u>	 	1
	Basic media law - covering the courts,	D-111						
Tue 30	structures, personnel, civil and	Pat Hagan				<u> </u>		
	makes news, sources of news, how to find					1		
	and keep contacts, story writing					ļ		
1	criminal courts, reporting restrictions,							
L	preliminary hearings, indictable			İ	L	 	<u> </u>	#
	offences, children and young people, ASBOS, court, protecting sources, protection for court		+			<u> `</u>	+	
						1		
	Presenting on camera, voice coaching and		+			+	+	1
Wed Oct 1	5	Helen Philpot	1			1	1	
Weu Oct 1	Presenting on camera, voice coaching and					1	<u>+</u>	
Thurs 2	writing for pictures (Cont)	Helen Philpot					1	
Fri 3	An introduction to editing in video cont'd	Phil Muse	+			<u> </u>	1	
<u></u>	It is introduction to cutting in video contra	1						II you and a second

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WEEK 5								
WEEK 5								
	Law and ethics in practice: privacy and							
Mon 6	intrusion, identifying public interest	Pat Hagan/ Guy Black	<u> </u>					<u> </u>
	requirements, the PCC Code of Practice and							
	rights of access. Guy Black visit.							
	Law cont'd: Libel - defamation outlined,							
Tue 7	slander and malicious falsehoods	Pat Hagan						
	key defences; law and the internet, pushing		1					
	back the boundaries; beware							
	the blog and podcasts, practical exercises							
Wed 8	Telling stories in video	David Dunkley Gyimah						
Thu 9	Telling stories in video	David Dunkley Gyimah						
		Paul Everett/ Terry						
Fri 10	Introduction to InDesign and Photoshop	Elston						
			1					
WEEK 6								
Mon 13	Introduction to design and layout	Phil Swift	1	[
Tue 14	Tight subbing, proof reading and headlines	Phil Swift						
100 14	Understanding story structures in print and			<u> </u>				
	online						·	
	advanced intro writing							
	Editing, writing accurately and laying out a	Mike Watson/ Simon		[[1
Wed 15	breaking story. Simon Heffer visit	Heffer						
	Talking pictures: the need to think visually,							
Thu 16	fining squads v animation, clarity	Martin Stephens						
	and clutter, why readers see pictures first, the			Į	1))
	good, the bad and the ugly;		[h				
	selection, cropping, practical exercises,			1	1			
	picture formats online							
Fri 17	Handling running stories online	Tony Johnston						
		· · · · · · · · · · · · · · · · · · ·		1				
WEEK 7				1	T			
	Multi-media project week. Delegates will bring	Tony Johnston/ Mike	+	†	<u> </u>			
Mon 20	together the skills they have	Watson		1	{	1.		1
Won 20	acquired in the five weeks of training through	Valson	-f	t	1			li
				ì	1			
-Wed 22	a series of structured, practical			+	F			
	projects aimed at exploring story telling in			1	1			
	different mediums. Delegates will	· · · · · · · · · · · · · · · · · · ·	+		<u> </u>	<u> </u>		
	work in teams.				+	ļ- ·	· · · ·	ll
Thu 23	Visit to Multi Media Newsroom	Mike Watson		<u> </u>	<u>}</u>	ļ	 	<u> </u>
	Pulling it all Together. Q & A; reprise key	Mike Watson/ Tony	1		1	1	}	
Fri 24	elements of course.	Johnston		<u> </u>	 	I		<u> </u>
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