Staffer Name _____

Reporting/Coverage Dates _____

PERSONALITY FEATURE
REPORTING · COVERAGE · CONTENT WORKFLOW

We are comprehensive journalists, one-man-bands. You will investigate, report, shoot, edit, revise and create your original content. A story cycle is two weeks - you will do two stories, one event/activity-focused story, one personality feature story. You need to print, complete and turn in this workflow by your deadline.

In the style of Brandon Stanton and Humans of New York, or David Lynch's Interview Project.
https://goo.gl/9W1Khd - Humans of New York interviewing style
http://interviewproject.davidlynch.com/ - David Lynch's Interview Project
Interview Project's Set Series of Questions:
1. How would I describe myself?
2. What were my dreams as a child?
3. What is the most important thing to me?
4. Do I have any regrets?
5. What are my plans for the future?
6. What is my hometown/Frisco/Wakeland like?
7. What am I most proud of?
8. How would I like to be remembered?
9. Where is the one place I can be myself?
   and explain/describe why.

STORY SUBJECT'S NAME & GRADE

_____

JUSTIFY & DEFEND THE REASON FOR THIS SUBJECT BEING SELECTED AS A STORY SUBJECT

_____
_____

Adviser needs to sign and approve this subject choice by the SECOND class day of your story week.

_____Adviser signature and date

SUBMITTING YOUR STORY - DUE BY THE LAST DAY OF YOUR COVERAGE WEEK

CREATE a story folder under the GOOGLE DRIVE ASSIGNMENTS & COVERAGE > COVERAGE LIBRARY > YOUR NAME. Title your STORY FOLDER - your INITIALS_STORY DATEYYYYMMDD_TOPIC example - MR_20150824_BACKTOSCHOOL
You will have a new folder for each story.

_____ date & editor signature

SAVE EVERYTHING - notes, research, transcriptions, surveys, image files - related to your story under this folder on Google Drive. Title your story document your INITIALS_STORY DATEYYYYMMDD_STORY TOPIC Include the photo you would like to place in publication and caption on this same Google Doc. This will let the editor know this is the photo you want to publish with your story. The copy editor can help you edit and revise your story.

_____ date & editor signature

Interviews - All interviews need to be transcribed completely on their own document. Save everything for archive purposes. Title your interview transcriptions your INITIALS_STORY DATEYYYYMMDD_TOPIC_INTERVIEWS

The Copy Editor: needs to approve/edit your story...probably multiple times. When the copy editor sees that your story is done, she will sign here. Stories will not and should not be posted until this signature is filled.

_____ date & editor signature

PHOTOS - Visual variety in wide, medium, close and tight shots with range from single, pairs and small group subjects. Places, faces, place with faces and faces in place photo story. High-quality. Properly exposed. Storytelling, story-enhancing images.

SAVING IMAGES - Under the DIGITAL PHOTOS folder, choose the category and subject folder. If a subject folder does not exist, make one. Once in the correct subject folder, title your photo folder your INITIALS_STORY DATE_STORY TOPIC. You will also want make a subfolder for your TOP 7-10. Image filenames should be INITIALS_STORYDATE_0001+.jpg

_____ date & editor signature