

How to Write a Newspaper Article

- 1- Research and collect information for your article.
- 2- Interview people involved and take detailed notes.
- 3- Attend any related events and take detailed notes.

Now You are Ready to Write!

- 1- Grab the reader's attention by using an opening sentence which is a question or something unexpected!
- 2- First paragraph: In the first few sentences, answer these questions!
 - i. Who?
 - ii. What?
 - iii. When?
 - iv. Where?
 - v. Why
- 3- Second through fourth paragraphs: Now, give the details. It is always a good idea to include one or two quotes from people you interviewed. Write in the third person (he, she, it or they). Be objective. Use active verbs so the reader feels things are really happening!
- 4- Last paragraph: Round off your article. Try ending with a quote or a catchy phrase!
- 5- Think of a creative title for your article.
- 6- Edit and revise your article.

Using Quotation Marks

Direct quotations involve incorporating another person's exact words into your own writing.

1. Quotation marks always come in pairs. Do not open a quotation and fail to close it at the end of the quoted material.

2. Capitalize the first letter of a direct quote when the quoted material is a complete sentence.

Mr. Johnson, who was working in his field that morning, said, "The alien spaceship appeared right before my own two eyes."

3. Do not use a capital letter when the quoted material is a fragment or only a piece of the original material's complete sentence.

Although Mr. Johnson has seen odd happenings on the farm, he stated that the spaceship "certainly takes the cake" when it comes to unexplainable activity.

4. If a direct quotation is interrupted mid-sentence, do not capitalize the second part of the quotation.

"I didn't see an actual alien being," Mr. Johnson said, "but I sure wish I had."

5. In all the examples above, note how the period or comma punctuation always comes before the final quotation mark.

6. Quotations are most effective if you use them sparingly and keep them relatively short.