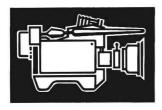
TELEVISION [15] RADIO 🗾



TELEVISION NEWS



RADIO NEWS

Fourth Edition, Revised

Irving Fang

Sahoolsof Journalism and Mass Communication University of Minnesota

> RADA PRESS ST. PAUL

Copyright © 1985, 1980, 1972, 1968 by Irving E. Fang

All rights reserved. No part of this book may be reproduced in any form without permission in writing from the copyright owner or the publisher.

Television News first edition, Hastings House, 1968 Second edition, revised, Hastings House, 1972 Third edition, revised as Television News, Radio News, Rada Press, 1980 Fourth edition, 1985

Library of Congress catalog card number: 84-061461

ISBN 0-9604212-3-8 Formerly ISBN 0-9604212-0-3, 0-8038-7117-1, 0-8038-7125-2 (pbk.)

Rada Press, Inc. 2297 Folwell Avenue St. Paul, Minnesota 55108

Printed in the United States of America

Acknowledgements

Television News, Radio News, in all its editions, has drawn upon the experiences and thoughtful conclusions of a lot of people.

This edition owes much to Suzanne Nelson, now a producer at KSTP-TV, and Elizabeth Fuller. Their research and interviews with working broadcast journalists and technicians gathered fresh information about this changing, growing industry. A special debt is owed to Patricia Hirte for her editorial assistance. Melanie Thornberg and Junko Fang assisted in production.

Professor Ken Eich of Iowa State University read the entire manuscript and offered valuable criticisms. Comments and corrections to individual chapters were provided by, among others, Dr. Donald Gillmor, University of Minnesota; Ron Handberg, station manager, WCCO-TV, Twin Cities; Dennis Feltgen, chief meteorologist, KSTP, Twin Cities; Judy Grant, news director, KELO, Sioux Falls, S.D.; Jim Higbee, broadcast engineer, University of Minnesota; Al Austin, reporter, WCCO-TV; Jeffrey Hanson, executive news producer, KETV, Omaha; Dick Heidt, news director, KFYR-TV. Bismarck, N.D.; Scott Stachowiak, producer, WTCN, Twin Cities; John Fogler, director of station operations, WCCO-TV; Jan Olson, reporter, WCCO; Gregg Pratt, documentary producer, WCCO-TV; Frank Richardson, news director, WTMJ, Milwaukee; Mike Morgan, news director, KOTA, Rapid City, S.D.; Howard Gilbert, graphic artist, KSTP-TV; Joyce Strootman, news director, KWLM. Willmar, Minn., and Ed Bliss, emeritus professor. American University.

Thanks are also due to other working journalists and educators who gave time to interviews about their special areas, notably reporter Barb Braun and photographer Gordon Bartusch of WCCO-TV.

Kevin K. Whaley designed the book. Photographs are by Patrick O'Leary.

Introduction

The commander of United States forces in Vietnam, General William Westmoreland, filed suit against CBS for \$120 million over a news documentary.

Tens of thousands of people sent postcards to the networks in a campaign to delay the reporting of election news.

In a survey, Walter Cronkite was voted the most trusted person in the United States.

Tens of thousands of people wrote hostile letters and telephoned the networks and local stations at the bidding of a vice president of the United States, Spiro Agnew.

Letters-to-the-editor columns at newspapers across the country bristled with anger about television reporters who intruded on a family's grief at the death of a child or a soldier.

At the same time, radio newscasts poured incessantly out of bedrooms and kitchens and cars, just as they have done for two generations. Even commuters and joggers who tuned out the world with orange earplugs sometimes stopped listening to The Who long enough to catch the what, when, where and why.

College broadcast journalism classes bulged with students who brushed aside rumors of low pay, insecurity and overcrowding.

What's going on here?

The answer is obvious. Broadcast news matters.

This book tries to recognize that television and radio news have become part of our daily lives, so these chapters contain more than simply guides to broadcast news writing and electronic news gathering. An effort has been made to identify the problems that swirl around television and radio news. The book also contains chapters on such special areas as weather and sports reporting, editorials and documentaries.

Readers familiar with earlier editions will find in these pages extensive reorganization and rewriting. Two chapters have been added to the writing section and two chapters to the reporting section, plus a chapter on a typical morning in a radio newsroom. A section on the history of broadcast journalism has been introduced. At the same time, material relating to film has been removed, along with much of the earlier writing about news consultants, newscasters, and cameras in the courtroom. The number of examples used to illustrate specific points or techniques has been sharply increased.

The fourth edition revision extends to a change in format. Larger pages contain more white space for easier reading, with topical subheads and interesting quotes in the margins.

The purpose of all these changes has been to help the reader, who is more likely than not a college student majoring in broadcast journalism, to develop the judgment and the skills to feed the apparently insatiable appetite of the public for news which reaches them via the air waves.

Many people are hungry news consumers. Newspapers, news magazines, and books on current topics all find a ready welcome in the home. So do television and radio news, which at their best give the *feel* of what has happened, the actions, the emotions. "We reach people who count, not who are counted," is the boast of some media. People who count, the news makers and shakers, also listen to radio and watch television news, and what the broadcast journalist communicates to them may influence a chain of events.

It is a heavy responsibility.

There are also people who get their news about the world beyond the neighborhood and the workplace from television alone. They don't buy books. The postman stuffs no news magazines into the mailbox. The newspaper kid bicycles past the house. They listen to no radio news except for the headlines that briefly interrupt their music. Only television news talks to them about their city's pollution, their state's taxes, their nation's political campaigns, their world's nasty little wars.

If the television journalist does not communicate clearly, some viewers — citizens and voters — will not understand what is happening. If the television journalist does not communicate interestingly, some citizens and voters will not care what is happening. If the television journalist does not communicate accurately, some citizens and voters will have a distorted view of what is happening.

It is a heavy responsibility.

These television news "messengers" carry this responsibility daily along a rocky path. Snags and thorns pull at them, the rocks give way, sometimes rocks are thrown at them, and from time to time they trip over their own feet as they run to deliver their messages before the sun sets.

Thinking about those snags, thrown rocks and clumsy feet is not a frivolous task, nor inconsequential. Television news has become too important. Those who prepare it and deliver it ought to look at everything they do with an unflinching gaze. Even if they don't, others do. Although Roper Polls report that television news is a more believable news source than any other medium and the source of most news for most people, from time to time

the network news mailrooms are clogged with complaints. One Roper Poll reported that one American in seven thought the government should control television news programs.

Television news does not deserve all the criticism it gets. It also does not merit all that trust. Not yet.

Television news helped to hold the nation together when a president fell in Dallas. We saw his killer killed, but there were no riots in the streets. Through television news we felt the Vietnamese War across ten thousand miles, and the resulting outcry led to its ending. We have watched men walk upon the moon, and the resulting excitement helped to fund the space program. We have watched flies settling around the unblinking eyes of starving Ethiopian children, and the horror we felt fueled airplanes filled with grain and wool blankets and medicine.

Through radio news, too, we have heard of these things as they happened, and we have learned of plainer events closer to home, of the coming of a rainstorm, of bad government at city hall, of our high school winning the homecoming game.

Speaking about all journalism, Howard K. Smith said, "I would guess that, after formal schooling is over for the average citizen, at least four-fifths of what he continues to learn about his community, about his state and city, and about his nation and the world, come filtered through the observations of a journalist."

The world day by day moves closer to that peculiar place that Marshall McLuhan called the global village. Like it or not, electronic information involves everyone with everyone else, North with South, Mideast with Midwest, white with black, old with young, the well-fed with the hungry.

Go to any corner of this nation, walk through any neighborhood, and you will find television aerials poking up. The roof may leak, but those skinny sticks of metal protrude from it. Go to any corner of this nation and you will hear somebody's ragged music. The table may sag, but a radio perches on it. Sometimes, in the midst of all the televised fantasy and the radio racket, the news comes through.

CONTENTS

Introduction xvii

SECTION A: THE TICKING CLOCK 2

1 A TELEVISION NEWS DAY 5

The Bulletin 6

The Assignment Editor 7

The Dispatcher 10

The Associate Producer 12

A Story Breaks 13

The News Director 14

The Producer 16

The Newscaster 17

Building the Newscast 19

The Director 22

Control Room and Studio 23

Simplified Job Chart 23

2 A RADIO NEWS MORNING 25

The Morning Editor 25

The Morning Reporter 26

Make it Quick 28

Reporter in the Field 29

Assembling the Newscast 32

The News Director 33

SECTION B: WRITING 34

3 WRITING FOR THE EAR 37

The Broadcast News Audience 38

Evolution of Broadcast News Style 39

Broadcast News Writing 40

Broadcast News vs. Newspaper News 40

Clear Writing 42

The Easy Listening Formula 42

The Abstraction Ladder 43

Colorful Writing 45

Conversational Writing 45

Accuracy 46

The Medium and the Message 47

4 SCRIPTS AND LEADS 49

The Radio Script 49

The Television Script 50

Rules for Scripts 52

The Lead 53

Examples of Leads 54

Throwaway Lead 57

Umbrella Lead 58

Item Lead 58

Question Lead 59

Delayed Lead 59

5 WRITING NEWS COPY 61

Short Sentences 62

Short Words 62

Action Verbs 63

Personalization 64

Metaphor and Simile 64

Repetition 65

Numbers 66

Attribution 68

Identification 69

Quotes 70

"Accused" and "Alleged" 71

Sex Bias 71

Race 72

A Touch of Sparkle 72

Jargon 74

Euphemisms 74

Redundancy 75

Slang 75

Contractions 76

"Said" and "Says" 76

"Today" 76

Antecedents 76

6 WRITING RADIO NEWS 77

The Voicer 78

The Actuality Story 78

The Wrap 81
Writing the Visual Story 82
The Rewrite 83
The Kicker 85
Tying the Newscast Together 85

7 WRITING TO VIDEOTAPE: THE PRINCIPLES 87

An Absence of Detail 89
Tying Copy to Pictures 89
Chronological Narrative 92
Picking the Sound Bite 95
Setting up the Sound Bite 97
Making the News Judgment 99

8 WRITING TO VIDEOTAPE: THE PRACTICE 101

The Reader 102
The Voice-Over 103
The Studio Package 104
The Reporter Package 107
Lead-In to a Reporter Package 113
Rewriting 114
The Tease 116
The Promo 117

SECTION C: REPORTING 120

9 RADIO REPORTING 123

Taping Phone Calls 124
Getting the Equipment Ready 125
Remote Tape Reports 128
Preparing to Record 129
Sound Considerations 130
Taping and Note Taking 131
Errors 131
Competition 132

10 ENG REPORTING 133

VTR in the Field 133
The Stand-Up 135
Delivery 136
Live Reports 137
Working with the Photographer 140

11 INTERVIEWING 141

Interviewing Guidelines 141
Digging for Facts 142
The Story Assignment 143
Arranging the Interview 144
At the Site 145
The Interview 145
Questions 146
"How do you feel about that?" 146
Persistence 147
Off-the-record 148
After the Interview 148
"The Right Stuff" 149
Add a Dash of Humility 150

12 BEATS 151

News You Can Use 151
"Horizontal" and "Vertical" Beats 152
The Beat Reporter 153
The Business/Economics Beat 156
The Health/Science Beat 158
The Education Beat 160
Arts and Entertainment 161
The Police/Courts Beat 162
The City Beat 163
The Political Beat 164
Bureaus 165

13 INVESTIGATIVE REPORTING 167

The Staff 168
Choosing the Story 168
Records 169
Interviews 171
Equipment 173
Legal and Ethical Questions 174
On-the-Air 174

SECTION D: ONE-TON PENCIL 176

14 TELEVISION PHOTOGRAPHY 179

The Television Camera 180

The Field Deck 182

Lights 183

Accessories 185

Framing Shots 186

Hold It! 187

Remember the Editor 188

Cutaways 188

The Human Element 189

Getting the Shot 189

Staging 190

15 SHOOTING THE NEWS 193

An Interview 193

A News Conference 194

A Fire 195

A Murder 196

A Riot 197

A Parade 198

An Air Show 200

Lost Child at a Police Station 200

16 SOUND 203

Microphones 203

Using the Microphone 205

Common Problems/Simple and Clever Solutions 207

17 VIDEOTAPE EDITING 211

The Craft 211

Videotape 212

Videotape Machines 212

Time Base Corrector 213

Assemble Edits 213

Insert Edits 213

The Art 214

Pacing: The Long and Short of It 215

Proximity and Juxtaposition 215

Montage 216

Continuity 217

Dramatic Transition 217

Jump Cuts 218
Teamwork 218
Do's, Don'ts, and Helpful Hints 219

Guidelines 222

18 GRAPHICS 221

Aspect Ratio 222 The Rule of Sixths 222 Keep It Simple 222 Types of Graphics 223 Drawings 223 Maps 223 Pull-Tabs 224 Collages 224 Lettering 224 Still Photos 225 Art Cards 226 Slides 226 Electronics 226 Chromakev 226 Character Generators 227 Supers 228 Computer Graphics Generators 229 Squeeze Zoom and Frame Storage 229 The Look 230

SECTION E: NEWS PLUS . . . 232

19 RADIO NEWS 235

Advantages of Radio News 236
Drawbacks of Radio News 237
Newscast Schedule 238
All-News Radio 239
News/Talk 241
Public Radio 241
Audio News Services 241
Special Services 243
Local Sources 244
Mobile Units 244
Getting Into the Business 245

20 WEATHER 247

The Nightly Report 247
Professional Meteorologists 248
"Happy" Weather 248
Sources of Weather News 249
Illustrating the Weather 250
Getting it on the Air 253
How Accurate Are They? 254
Value of Weather News 255
Weather Jargon 256
A Weather Glossary 257

21 SPORTS 267

The Sports Reporter 268
Interviewing 269
Sample Copy 270
Play-By-Play 272
Sports Photography 273
The Wider World of Sports 275
Sports News Ethics 276
Sports Jargon 277

22 EDITORIALS AND DOCUMENTARIES 279

Editorials 280

The Reluctant Broadcaster 281
The New Breed 282
Writing Editorials 283
Production Techniques 285
"We Encourage Replies..." 285

Documentaries 286

Investigative Documentary 287 Other News Documentaries 287 Non-News Documentary 288 Research 288 Shooting 289 Scripting 290

Magazines and Series 291 News as Entertainment 291 Structuring the Series 292

SECTION F: HISTORY 294

23 RADIO NEWS HISTORY 297

The Press-Radio War 298
The Radio Reporter 300
Commentary 301
Edward R. Murrow 302
Commercials 303
Recordings 303
Propaganda 304
Enter TV 306

24 TELEVISION NEWS HISTORY 307

Some Firsts 308 The Two Kinds of Television News 309 Getting the Picture 309 "Talking Heads" 310 Graphic Experiments 311 Joining Newsreels to Newscasts 312 Early Days at CBS 312 Early Days at NBC 314 Early Days at ABC 315 The Next Generation 316 Local Stations 317 Transporting the Moving Image 317 Rise in Popularity 319 30 Minutes in Color 319 Videotape 320 A Day in November 321 TV News Comes of Age 322 Nixon and Agnew 323 Electronic Tools 324 When Anchors Are the News 325 Newscasts Get Longer 326 More and More News 327

SECTION G: ISSUES 328

Media Law 344

25 THE PROFESSION 331

Profession? 332
Standards 333
Ethics 334
Responsibility to the Public 335
Journalism Education 336
Journalism Educators and Working Journalists 338
Research 339
Looking for That First Job 340
The Résumé 341

26 THE LAW 343

Libel 344 Privacy 345 Shield Laws 346 Sunshine Laws 348 Obscenity 349 Lotteries 352 Court Gag Orders 352 The Special Case of Broadcasting 352 Broadcasting and The First Amendment 352 The Fairness Doctrine 353 Section 315: Equal Time 356 Mike and Camera in the Courtroom 357 From Hauptmann to Sirhan...and Beyond 358 The Alabama Plan 360 Into The '80s 362 Journalists in the Dock 362

27 WHO'S OUT THERE? 363

Income and Education 364
The Gender Gap 365
Geography 365
Race and Ethnicity 365
The Older Audience 366
The Younger Audience 367
The Cable News Audience 368
The Morning Audience 368
The Evening Audience 369
The Nighttime Audience 370
The Hearing Impaired 370

28 THE GATEKEEPERS 371

The Round Events Peg and the Square News Hole 371
Setting the Agenda 372
When and Where vs. Who, What and Why 373
Pseudo-Events 375
Limited Access 376
Competitive Pressure 377
When Coverage Makes the News 377
Commercials and Ratings 379
Alternatives 380

Public Complaints 381

"You're giving them a platform!" 381
"You only report the bad news!" 383
"Why can't you be objective?" 384
"Why do you want to show that stuff?" 385
"Why don't you leave them alone?" 387

REFERENCES 389 GLOSSARY 399 INDEX 413