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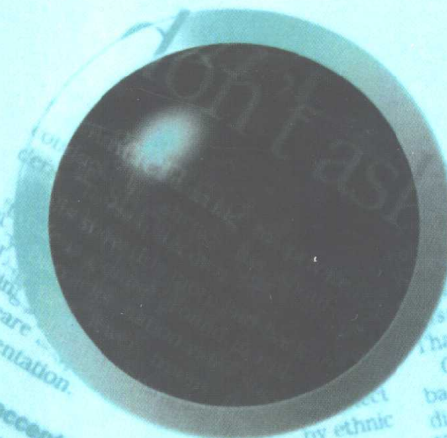


新闻传播学英文原版教材系列

全能记者必备
第七版

THE COMPLETE REPORTER

Fundamentals of News Gathering, Writing, and Editing



Kelly Leiter Julian Harriss
Stanley Johnson

中国人民大学出版社

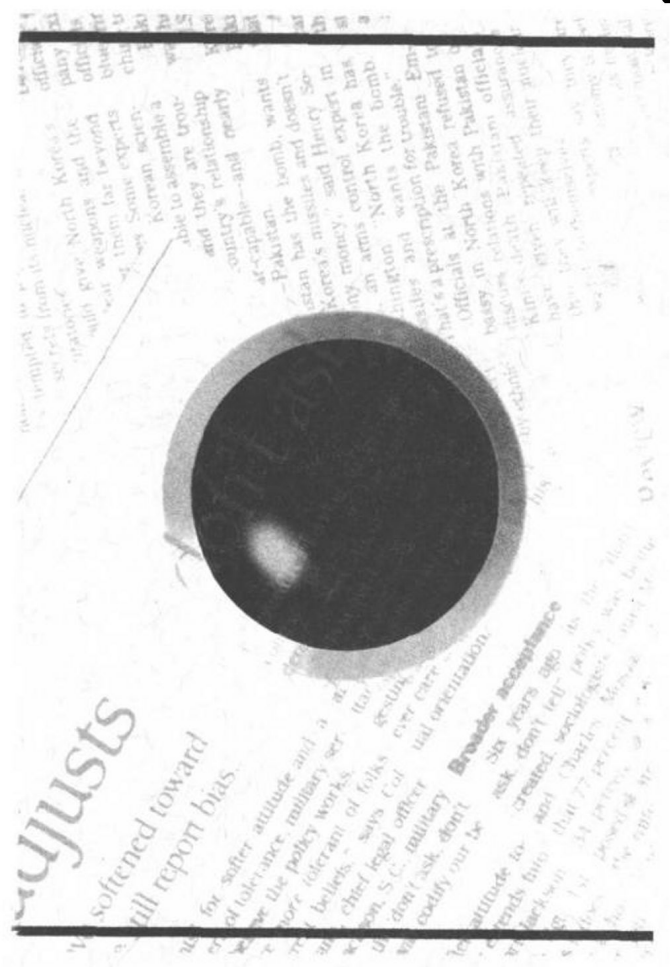


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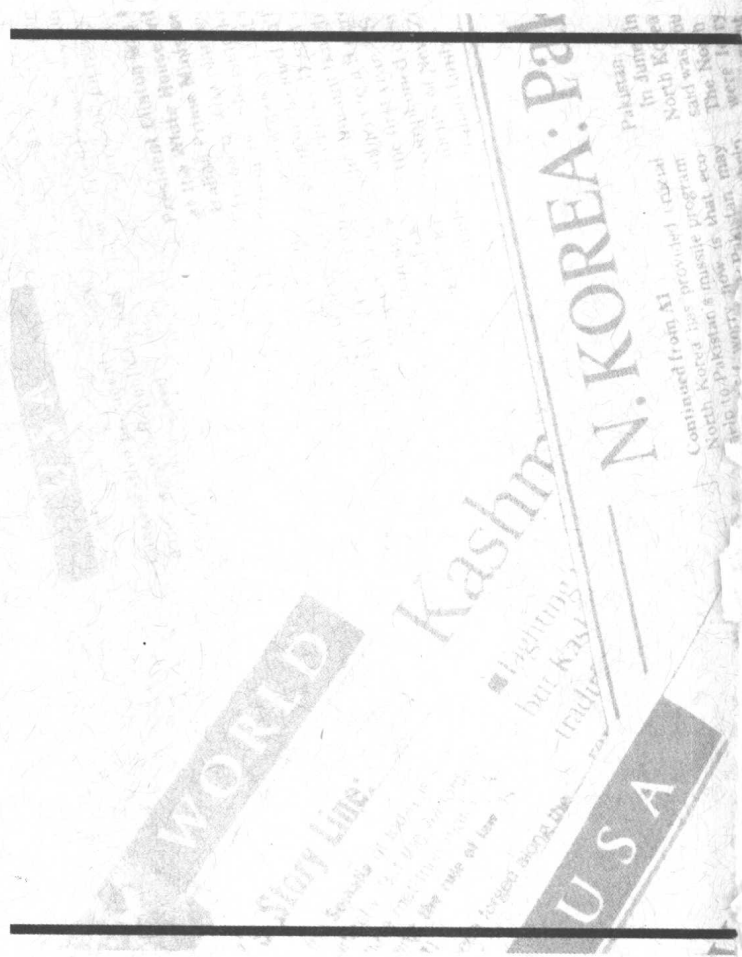
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THE COMPLETE REPORTER

Fundamentals of News Gathering, Writing, and Editing

SEVENTH EDITION

Kelly Leiter Julian Harriss Stanley Johnson

出版说明

近年来，我国新闻传播学教学水平不断提高，但与发达国家相比，还是有一定差距。当今世界，全球化趋势势不可当，这一点在大众传播媒介上体现得极为明显。中国加入WTO，更要求新闻传播学教育能够及时、全面、深入地反映国内外学界和业界的动态，尽快拉近与世界先进水平的差距。如今，广大教师和学生已不满足于仅仅阅读国外优秀教材的翻译版，他们迫切希望能读到原汁原味的原版教材。为了能尽快了解和吸收国外新闻传播学的最新研究成果，提高我国新闻传播学的教学研究和实际工作的水平，中国人民大学出版社选取了美国著名大学新闻传播学院长期选用的经典教材进行原文影印。

本丛书所选的图书均系美国新闻传播界有影响的大学教授所著，内容涵盖了新闻传播学的各个重要领域，全面反映了美国新闻传播学领域的理论研究水平和实践探索水平，因而受到了美国及世界各地的新闻传播学院师生、新闻从业人员的普遍欢迎，其中大部分版本都多次再版，影响深远，历久不衰，成为新闻传播学的经典教材。

本丛书在原汁原味地引进英文原版图书的同时，将目录和作者简介译为中文，作为对原版的一种导读，供读者阅读时参考。在这套英文原版影印丛书之后，中国人民大学出版社还将陆续推出它们的中文翻译版，广大读者可以对照阅读，相信收获会更大。

本丛书在图书选择和论证过程中，得到了中国人民大学新闻传播学院院长郭庆光教授和上海外国语大学新闻传播学院张咏华教授的大力支持和帮助，中国青年政治学院新闻系展江教授对目录的翻译进行了审校工作，在此谨向他们一并致以敬意和衷心的感谢。

中国人民大学出版社
2003年4月

*Dedicated to
Julian Harriss
1914–1989*

*A quiet, gentle man whose intellect and immense writing talents
could never be hidden behind his shy demeanor.*

P R E F A C E

In his excellent book, *My Times: Adventures in the News Trade*, John Corry, who had a 31-year career at the *New York Times*, wrote:

“Each story I wrote defined me. In a society where so many ache to be heard, a by-line was better than money.”

In this seventh edition of *The Complete Reporter*, the aim is to help students develop their skills as a reporter that will earn them by-lines as John Corry did during his distinguished career.

This new edition contains much that is new. Yet, it has retained the basic concept and organization that served students and teachers well in the first six editions.

All chapters have been rewritten in part to reflect changes in the newspaper profession, especially the increased use of computers as a research tool for reporters and the introduction of digital photography. New illustrations and photographs are included to help students visualize the principles discussed.

As in previous editions, the exercises are written in incomplete sentences to resemble a reporter’s notes. They serve as an example of note taking which has proved useful to students using past editions. The exercises are designed to give students an opportunity to practice the principles discussed in each chapter and to challenge them to think carefully before writing. Some contain examples of libelous or unethical statements as well as trivia which will help the instructor make the point that careful reporters avoid using such material in their stories.

Incorporated in this edition are many of the suggestions offered by teachers who have used the textbook over the years. The features in previous editions that have been so effective as teaching tools have been retained.

The Complete Reporter is a practical, basic textbook designed to teach students how to gather, write and edit news stories. The techniques discussed in the book are the ones that are used daily at every newspaper. That makes it an excellent text for not only beginning but also advanced reporting classes as well.

Acknowledgments

I am indebted to the dozens of publishers, editors and reporters, many of whom are former students, for their ideas, suggestions and examples that have been used in this edition. I am also grateful to the teaching colleagues who have made valuable suggestions which also have been incorporated in the text, including Lois Bianchi, Queens College, City University of New York; and Jean Chance, Univer-

sity of Florida. I owe a debt of gratitude to everyone who has given me unstinting support and encouragement, especially to the late Bill Golliher and to Andrew R. Pizarek. And Betty Bradley and Janine Jennings have my everlasting gratitude for their hard work on my behalf. Thank you all.

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