



MOUNTAIN TOP UNIVERSITY

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College of Humanities, Management and Social Sciences

Department of Mass Communication

Course Title: Radio and Television News Production

COURSE CODE: MCM 215

COURSE LECTURER: S. F. RICHARD



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Course Description

- ▶ This course is an appraisal of the broadcast medium reportorial process: review of sources of news, elements of news, news values, gathering and writing of news for radio and television and guidelines for its preparations. Examination of broadcast news/copies and production of news briefs and bulletins of different format are also important.

Course Outline

1. Characteristics of Radio and Television
2. News Gathering for Radio and Television
3. News format
4. Scripting/ script format
5. Television/radio news story
6. Television news story form
7. Scripting non-news programmes

Characteristics of Radio and Television

- ▶ The radio is a very cheap receiver set because it is easy to possess. It is a medium of communication which transcends the boundaries of illiteracy because there are varieties of messages which are broadcast in local dialects. The studio requirements for simple transmission of radio messages is simply the studio, a transmitter, reporter and the announcer. With these, it is quite easy for the radio messages to be aired in any language.
- ▶ For television, it is quite different. This medium requires audio and video transmission of its programmes. It is not as simple as that of radio. It brings the massive audience into a direct relationship through the receiving set. It permeates the personalities of both the on-air personality and the viewer.

News Gathering for Radio and Television

- ▶ Due to the specific nature of both radio and television medium, it is very important to understand that the process of news gathering and transmission is different. This essential difference enables the reporter/journalist know how to gather information and also what to gather bearing in mind the characteristics of each medium. For example, a reporter gathering information for the radio station does not need a video camera but must ensure to get the voice note of the witness or authority. Without this factor, the news information would not be credible to the audience. For the television, not only should the reporter get the sound bite, but must accompany it with the video so as to give credibility to the information being provided.

News format

- ▶ News format refers to the overall content of the news. It reflects the structure of a simple radio news script and television news script.
- ▶ The news format for both radio and television are very different. First, the news is delivered through a script. This is the process of writing down word-for-word what is to be said by the announcer/anchor of the news.
- ▶ The format for radio news script is: slug, headline, lead, inserts and the story or body or the news content. These cannot be removed from the script. It is pertinent to know that without any of these, it would not be regarded as a news script.

Scripting format

- ▶ The news script for the radio is written in block letters which is based on the house-style of the station. That is, a station may or may not decide to adopt the block letters writing style. The fonts and spacing is also dependent on the house-style. Most importantly, the layout, that is the orientation is always in the landscape.
- ▶ The television news script is however different from that of the radio. What makes this difference is the inclusion of the video instructions. Both have the slug, headline , lead, inserts and the story or body or the news content. The difference here is that the television news script is written in portrait and instruction for the video display while the anchor is reading or what is to be shown is included. The television news script is divided into two unequal columns. The bigger column which is on the right side of the column is for the news anchor while the smaller column contains the instruction for the video. This is usually placed on the left side of the column.

Television and radio news story

- ▶ The radio news story has three story forms while the television news story has five forms.
- ▶ The radio news story has:
 - ✓ Reader/actualities
 - ✓ wraps

The reader/actualities will be read by the anchor then the rest is played via a cart or disk which is the audio recording of the actuality or sound bite and then reads the closing copy.

A wrap includes the anchor lead and a voiced report from the reporter along with an actuality also called the sound bite.

The television news story form

- ▶ The television news has five basic story forms which are:
 1. The reader or 'tell' stories
 2. Voice-overs (VOs)
 3. Voice-Overs to sound on tape (VOs/SOTs)
 4. Packages
 5. donuts

Scripting non-news programmes

- ▶ It is essential to bear in mind that scripting for news is inevitable because news cannot be delivered extempore. It is the information that is written in the script that is usually delivered with the aid of the teleprompter.
- ▶ Non-news programmes such as interviews, talk, discussion, analysis and some others are delivered with a guide. A rundown for each of these is usually prepared so that the anchor would not run out of thought or ideas while on-air.
- ▶ The rundown is prepared to reflect 5 minutes development of the programme. So a 30-minutes programme could have a 6 itemized ideas to develop while on air. With the aid of a good, presenter, the audience is not usually able to observe the rundown.

Essential tips for news gathering.

The process of gathering information for radio and television news production is referred to as news gathering. The stations editor is usually the person responsible for assigning reporters to beats to cover a story and gather the information for processing.

For a reporter to be able to gather adequate information for dissemination, the most important attribute is the human relationship. The ability to converse without having poor attitude, also the emotional quotient of the reporter is highly needed. Information is repute among individuals and the ability to get it correctly lies with the reporter.

Next is the witness account for radio or eye witness account for television. This is very important because without it, the reporter is only delivering hear-say and gossip information to his/her audience.

Not only should the reporter get the sound bite, the name of the witness and the verifying such information from an authority.

Activities

- ▶ Cover a story worthy of broadcasting and develop it in the radio news script format.

▶ sfrichard@mtu.edu.ng



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