



**Core Paper
MCJ-21201CR**

**Semester 2nd
PRINT MEDIA EDITING**

Course Objectives

- To train and equip the students with necessary skills required for Print Journalism
- Understand the basic functioning and structure of Newspaper organization

Learning Outcomes

- To understand the concept, significance and process of News Editing
- To develop skills of writing and editing in print media

Unit-I

Newspaper Organization: Divisions/departments, hierarchy and roles
Newsroom structure, operation and functions
News flow: Reporters, agencies, online platforms and other sources
Qualities and functions of sub-editor and news editor

Unit-II

Editing: Concept, process, principles and techniques
Rewriting stories, Press releases, Speech drafts, Organizational reports
Stylebooks: AP
Print Media Terminology

Unit-III

Editorial: Definition and Functions
Classification of Editorials
Critical analysis of editorials from local, national and international Press
Writing an editorial

Unit-IV

Headlines: Functions, Techniques and Types
Basics of Layout and Design of newspaper page
Different design elements: Sidebars, boxes, blurbs, infographics
Editing Softwares: Functions and uses

Suggested Readings

- *Ludwig, M. D., & Gilmore, G. (2005). Modern news editing. Ames, Iowa: Blackwell*
- *Itule, B. D., & Anderson, D. A. (2008). News writing and reporting for today's media. New York: McGraw Hill.*
- *Swaine, M., Gilbert, H., Allen, G. L., & Hicks, W. (2021). Writing for journalists.*
- *Einsohn, A., & Schwartz, M. (2019). The copyeditor's handbook: A guide for book publishing and corporate communications.*
- *Evans, H. (1982). Newspaper design: Book 5 of a five-volume manual of English, Typography, and layout. London: Heinemann. Moen, D. R. (1995). Newspaper layout & design: A team approach. Ames: Iowa State University Press.*

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Total Marks: 100 (Term Examination: 80, Continuous Internal Assessment: 20)