Name: Your name
Link to article: Copy-paste the link (and double-check that it works!)

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directions for writing an effective
News Story Data Sheet

Title of article: This one's easy. Make sure you're using quotation marks to offset your title – short works (TV episodes, magazines, poems, short stories) typically use "quotation marks," while longer works (TV shows, books, collections of poems) use *italics* (bonus fun fact: the underline was originally a manuscript note for the typesetter to use *italic* lettering!)

Type of article: Judging by the content, audience, style, and scope of the article, in what specific section of the newspaper does this story belong? If you think it fits more than one type, list more than one type!

Date of publication: Follow Associated Press guidelines for dates (AP formatting info can be found at the following site: https://owl.english.purdue.edu/owl/resource/735/02/**)**

Name of publishing body: What organization published the story? Do NOT list news aggregator sites like Google News or SmartNews – find the actual news organization.

Brief description of publishing body: Do a little research. This passage should come from the "About Us" or "History of Our Organization" section of the site from which you're getting the news. If you can't find definitive info about the organization, chances are you're looking at an untrustworthy source.

Claim: What is the main point of the story? Figure out the facts/ideas/developments – don't just re-word the title. This should be at minimum one very rich sentence, and at maximum one brief paragraph.

Core factual information: This is the meat of the article. After you've identified the claim of the article, ask yourself, What information does the author include to support their claim? This can be a bulleted list, and it should be exhaustive (meaning it should include all major facts and information, not just some).

Sources, support: Consider the above list of core factual information. Are there interviews? Facts and statistics? References to important organizations or people or events? This can be a bulleted list, and it should be exhaustive.

Tone: This is the way the author treats their subject. (more info here: https://writingexplained.org/grammar-dictionary/tone). Unless you're reading an exceptionally long article, you should be able to identify the overall tone of the piece. Label it, using two or three descriptors, then include a brief rationale for your choice. This can take the form of example sentences from the text, specific tone-evoking words or phrases, or a paraphrase of an especially tone-heavy passage.
   - Don't forget to include your justification.

Notes on style: How does the author shape their article? Note the sentence structure, complexity, and length. Identify any trends in language (professorial, slang, jargon-heavy, etc). Are there text boxes outside of the main body? Are there images, captions, infographics? How does this article look?

Intended audience: Consider all factors in your analysis here. Where did you find the article? How is it written? What kind of language is used? What is the subject matter? Your response to this cannot be "everyone" or "people who read the news" – be specific. Then explain why you selected this audience. Again, do not forget to include your justification.

Analysis (bias, effectiveness): This is your final analysis of the article as a whole. Was there bias (explicit or implicit prejudice for or against any specific side in the story)? How effect was the piece (based on your analysis, does it reach its intended audience? Is it successful in conveying its message? Have you learned something from the article?). What questions has the article raised for you about the topic?