

# Radio news bulletin: Principle & Structure

- Brief/short radio news broadcast (generally of 10 minutes)
- also called summary
- bulletins are typed
- begins with headline followed by main news and main points at the end.
- do not split a sentence between pages
- never split words from one line to the next

## Bunching

The placement of items which makes news lively and interesting.

## Principles of bulletin preparation

Script- written stories

Voice reports- recorded or live

Actuality- recorded sound

**Grab/cut/inserts**- A short segment of actuality.

Radio news bulletin: from preparation to broadcast (AIR)

- four shifts
- 300 bulletins/24 hours
- Editor-in-charge: Head of the shift/In-charge of the news desk
- Assistant editors, sub editors and compilation editors

## News desk

The place where the news copies received from various sources. These copies are selected, edited and rewritten. News value is considered in the placement of news.

### **Pool I/Home pool**

- Stories within the country

### **Pool II/Foreign pool**

- Stories from abroad

### **Pool III**

- Sports pool

### **Pool IV**

- Parliament news or election news

## **Factors to be keep in mind while preparing bulletins**

### **A. Balance**

News items must be balanced. Some stories might be heavy, some might be light. Ordering of news stories in a bulletin must be in a way that add variety and balance to the bulletin. It depends on how important you consider each story.

### **B. Pace**

It means the length as well as tone of a story. Ideal bulletin will have a steady pace. One has to keep in mind 'When' and 'How' to change pace of the stories.

## **Bulletin Structure**

### **Starter**

It is the most important part of any radio bulletin. It determines whether or not your listeners will stay tuned to your news. Lead is the most important one in a bulletin.

## **Headlines**

After deciding order of the news stories, some headlines for the bulletin is written. Headlines should be written in the way that can grab attention of listeners. It should be like-

**“51 died in a rail accident.”**

Keep the headlines mysterious or the real information secret in case of humorous stories. Those types of headlines are sometimes called teasers.

## **Closing stories**

Its importance is equivalent to lead stories. These are often called tail enders. Usually, light stories make the best tail enders. Avoid humorous stories in case rest of the bulletin is dominated by any major tragedy.