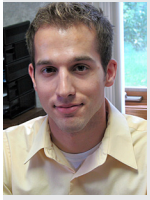


# Vanguard: A Journalist's Companion

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*The following is an introduction to “Vanguard: A Journalist’s Companion,” a Valley Vanguard reporter’s manual written for the RPW 320 course, Instruction Writing. To view the entire manual, visit <<http://www.svsu.edu/writingprogram/braun-awards-publications/2010.html>>.*

## How to Use this Guide

First, thank you for taking the initiative to seek out this book. In these pages, you’ll find ideas, tips and tricks that have struck us editors during our years on staff. But — and this is a big *but* — the document you’re reading is undeniably a work-in-progress. We openly admit it: we aren’t experts. Yet we take pride in what we do every week with this newspaper, and we’re excited to have you test this manual.

Before you dig in, let’s take a look at how it works. Designed to be your ultimate digital companion, this manual is organized into titled entries (see list below), and these are split among three sections: reporting, writing and editing. Don’t worry; for easy navigation, the text has hyperlinks. When you click on keywords in this shade of blue, you’ll be taken to resources both within and beyond this PDF.

Now, to get started, head to the Table of Contents; it’s filled with topics you’ll face as a *Vanguard* reporter. If you see something you want to learn more about, click its title. Also, notice that at the bottom of most pages, you’ll find a link that can take you back to the beginning.

With this guide, our goal was to improve our process at every step between the writer and the reader. But remember: we’re still fine-tuning it, so if you have ideas, comments or suggestions to improve it, please talk to us or send them our way.

Ultimately, this guide couldn’t exist without everything you do. So, from all of us on staff, thank you for your dedication.

ALAN DORE  
Campus Editor

### *A Listing from the Online Excerpt’s Table of Contents*

An Opener to the Process	Developing the Idea
A Note on Ethics	Strive for Strong Sentences
What is News Anyway?	Stuck: How to Handle Writer’s Block
The Winning Journalist’s Attitude	News Writing Tips
Arranging the First Interview	A Step-by-Step Guide to <i>Vanguard</i> Style
Preparing for the Interview	Word Trimming: The Paramedic Method
Handling the Interview	Online Resources
Finishing the Interview	Recommended Reading
After the Interview	