

To: Parents and teachers of Grade 4 - 6 learners

Topic: Writing a newspaper article

Message Objectives: To teach learners how to write a news article
To inspire budding journalists

Message:

A newspaper article:

- Factual and informational
- Written in short paragraphs
- Uses plain language
- Includes quotations from people who are witnesses or part of the story
- Written in the third person

Writing process:

1. Brainstorm a list of possible topics and pick one you are passionate about. Answer the following questions: Who? What? Where? When? Why? How?
2. Research your article topic. Background information makes the story more interesting.
3. Interview people relevant to your topic.
4. Write a rough draft of your story.
5. Revise and edit your story for any holes or errors in reporting. Add more information where needed or take out unnecessary information that detracts from the story. Include a picture where necessary.
6. Write a final copy of your story and submit it for publishing. Your final copy should be free of grammar and spelling errors and ready to be published.

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Reference:

[PSRIP IP — National Education Collaboration Trust \(nect.org.za\)](https://nect.org.za)
[How to Write a Magazine Article \(penandthepad.com\)](https://penandthepad.com)