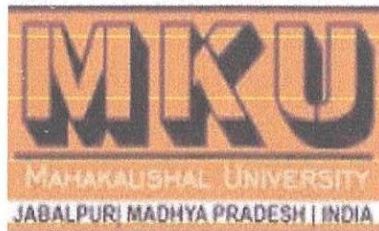


MAHAKAUSHAL UNIVERSITY, JABALPUR

**As per model syllabus of U.G.C. New Delhi, drafted
by Central Board of Studies and Approved by Higher
Education and the Governor M.P.**



कला एवं समाज विज्ञान संकाय

Faculty of Art & Social Science

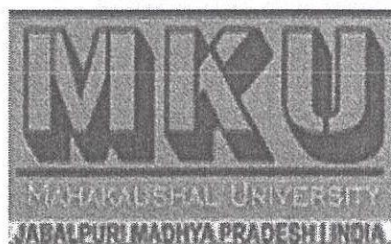
Syllabus & Prescribed Books

Subject- News Reporter

Diploma

MAHAKAUSHAL UNIVERSITY,

JABALPUR M.P.



SYLLABUS

MAHAKAUSHAL UNIVERSITY,

JABALPUR M.P.

Diploma in News Reporters

Paper -I Code DNRRO101-T

Diploma in News Reporting

Paper 1: Introduction to Journalism

Unit 1: Fundamental of Journalism

Definition and scope of Journalism

History and evolution of Journalism

Principles and ethics of Journalism

Role of Journalism in society

Different types of Journalism (Print, Broadcast, Digital, etc.)

Unit 2: News Reporting Basic

Understanding news: Definitions and elements

News Values: Timeliness, proximity, prominence, etc.

Sources of news: Primary and Secondary Sources

Types of News: Hard news, soft news, investigative, feature stories, etc.

Structure of news writing: Inverted pyramid

Unit 3: Reporting Skills and Techniques

Techniques of gathering information: Interviews, observations, research

Importance of accuracy, fairness, and objectivity

Basic of fact-checking and verification

Reporting beats: Politics, sports, crime, culture, etc.

Challenges in reporting: Deadlines, biases, ethics

Unit:4 Media Laws and Ethics

Introduction to media laws in Journalism (e.g. defamation, copyright, privacy)

Freedom of the press: Rights and responsibilities

Ethical dilemmas in Journalism

Code of conduct for reporters

Importance of accountability and transparency

Unit:5 Emerging Trends in Journalism

Digital Journalism and multimedia reporting

Role of social media in news reporting

Mobile Journalism (Mojo)

Fake news and misinformation: Identifying and countering them

The future of Journalism: AI and technology in News.

Paper Name: News Writing and Reporting

Units: 1 to 5

Unit 1: Basics of News Writing

- **Definition of News:** Characteristics and elements of news.
 - **Types of News:** Hard news vs. soft news, feature stories, human-interest stories.
 - **News Values:** Timeliness, proximity, conflict, prominence, impact, novelty.
 - **Structure of News Writing:** The inverted pyramid structure.
 - **Headline Writing:** Techniques and importance of catchy and relevant headlines.
 - **Lead Writing:** Types of leads – summary, question, anecdotal, descriptive, etc.
-

Unit 2: News Reporting Fundamentals

- **Definition and Role of a Reporter:** Qualities and responsibilities.
 - **Types of Reporting:** Political, crime, sports, investigative, environmental, etc.
 - **Sources of News:** Primary and secondary sources; press releases and news agencies.
 - **Interviewing Skills:** Types of interviews, preparation, and techniques.
 - **Beat Reporting:** Specialized reporting beats – health, education, technology, etc.
-

Unit 3: Newsroom Workflow and Practices

- **Newsroom Structure:** Role of editors, sub-editors, reporters, and desk teams.
 - **News Gathering Process:** Verification and cross-checking of facts.
 - **Editing and Proofreading:** Grammar, style, and language in news writing.
 - **Ethics in Reporting:** Objectivity, accuracy, and fairness in journalism.
-

Unit 4: Media Laws and Ethics

- **Media Laws:** Press freedom, defamation, copyright, contempt of court, RTI Act.
 - **Code of Conduct for Journalists:** Press Council of India guidelines.
 - **Ethical Dilemmas:** Fake news, sensationalism, privacy concerns.
 - **Reporting Sensitive Issues:** Conflict zones, crime victims, and marginalized communities.
-

Unit 5: Modern Trends in News Writing and Reporting

- **Digital Journalism:** Online reporting, blogs, and vlogs.
- **Social Media in News:** Role of platforms like Twitter, Facebook, and Instagram.
- **Mobile Journalism (MoJo):** Use of smartphones and technology in reporting.
- **Citizen Journalism:** Contributions by non-professional reporters.
- **Future of Journalism:** AI, automation, and virtual reality in news.

Diploma in News Reporting

Paper code DNRR0103-T
Paper 3: Interviewing Techniques

Unit 1: Fundamentals of Interviewing

- Definition, purpose, and importance of interviews in news reporting.
 - Types of interviews (structured, unstructured, semi-structured).
 - Characteristics of a good interviewer.
 - Ethical considerations in interviews (accuracy, fairness, and consent).
 - Preparation before an interview (research, setting objectives, background study).
-

Unit 2: Planning and Preparation for Interviews

- Identifying interview objectives and target audience.
 - Researching the interviewee and the topic.
 - Preparing questions (open-ended, close-ended, probing).
 - Structuring the interview (beginning, middle, and end).
 - Scheduling and logistical arrangements.
-

Unit 3: Interviewing Skills and Techniques

- Active listening and its role in interviewing.
 - Asking follow-up questions.
 - Handling difficult or evasive interviewees.
 - Techniques for on-camera and off-camera interviews.
 - Non-verbal communication during interviews (body language, eye contact).
-

Unit 4: Specialized Interview Types

- Political interviews.
 - Celebrity interviews.
 - Investigative journalism interviews.
 - Crisis and conflict interviews.
 - Vox pop (public opinion) and informal interviews.
-

Unit 5: Post-Interview Process and Analysis

- Transcription and documentation of interviews.
- Editing and refining content for publication or broadcast.
- Attribution and quoting rules.
- Fact-checking and verifying statements.
- Evaluating interview performance and feedback.

Subject Name:

Paper code DNR R0104-T

Media Law and Ethics

Unit 1: Introduction to Media Law

- Concept and Need for Media Laws
 - Evolution and History of Media Laws in India (or your specific region)
 - Fundamental Rights and Media: Freedom of Speech and Expression (Article 19(1)(a))
 - Reasonable Restrictions under Article 19(2)
 - Media's Role in a Democracy
-

Unit 2: Important Media Laws

- Press and Registration of Books Act, 1867
 - The Copyright Act, 1957
 - Defamation: Civil and Criminal Laws
 - Contempt of Court Act, 1971
 - Right to Information Act, 2005 (RTI)
 - Working Journalists Act and Wage Boards
-

Unit 3: Media and Regulatory Framework

- Broadcasting Laws: Cable Television Network (Regulation) Act, 1995
 - Role of Statutory Bodies:
 - Press Council of India
 - Central Board of Film Certification (CBFC)
 - Telecom Regulatory Authority of India (TRAI)
 - Cyber Laws and Media: Information Technology Act, 2000
 - Advertisement Standards and Regulation
-

Unit 4: Ethics in Media

- Need for Media Ethics
 - Principles of Media Ethics: Truth, Objectivity, Fairness, and Balance
 - Code of Ethics for Journalists (e.g., Press Council of India guidelines)
 - Sensationalism, Paid News, and Yellow Journalism
 - Ethical Issues in Reporting: Privacy, Misrepresentation, and Sting Operations
-

Unit 5: Contemporary Issues and Case Studies

- Media Trials and Their Impact on Justice Delivery
- Fake News and Misinformation
- Ethical Challenges in Digital Media and Social Media
- Role of Media in Crisis Situations (e.g., Wars, Natural Disasters)
- Case Studies on Ethical and Legal Issues in Media

Paper DNRRO105-T

Paper Name: Newsroom Operations

Unit 1: Introduction to Newsrooms

- Structure and hierarchy of a newsroom
 - Roles and responsibilities of newsroom staff (editor, reporter, sub-editor, etc.)
 - Types of newsrooms: Print, TV, Radio, and Digital
 - Workflow in a newsroom
 - Overview of editorial policies and decision-making
-

Unit 2: News Gathering and Sources

- News values and newsworthiness
 - Techniques for gathering news: Field reporting, press conferences, interviews, etc.
 - Importance of sources and source reliability
 - News agencies and wire services
 - Tools and technologies used for news gathering
-

Unit 3: News Writing and Editing

- Basics of news writing: Headlines, leads, body
 - Writing for different media (print, broadcast, and online)
 - Principles of editing: Grammar, clarity, and conciseness
 - Fact-checking and avoiding misinformation
 - Handling breaking news
-

Unit 4: Newsroom Technology and Production

- Newsroom management software (CMS, ENPS, etc.)
 - Role of automation in news production
 - Production workflows for print, TV, and digital platforms
 - Basics of layout design (print) and video editing (TV/digital)
 - Social media integration in newsroom operations
-

Unit 5: Ethical and Legal Considerations in Newsrooms

- Ethics of journalism: Objectivity, fairness, and accuracy
- Dealing with conflicts of interest
- Understanding media laws and regulations
- Copyright and intellectual property
- Privacy concerns and responsible reporting

Paper code DNRRO106-T

Paper Name: Advanced Reporting Techniques

Course Level: Diploma in News Reporting

Unit 1: Introduction to Advanced Reporting

- Concept and Scope of Advanced Reporting
 - Difference Between Basic and Advanced Reporting
 - Qualities and Skills of an Investigative Reporter
 - Ethics in Reporting: Maintaining Objectivity and Balance
 - Tools and Technologies in Modern Reporting
-

Unit 2: Investigative Reporting

- Definition and Importance of Investigative Reporting
 - Planning and Research for Investigative Stories
 - Developing Sources: Building Trust with Informants
 - Legal and Ethical Challenges in Investigative Journalism
 - Case Studies: Famous Investigative Reports
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Unit 3: Specialized Reporting

- Political Reporting: Covering Elections, Governance, and Policy
 - Business Reporting: Financial News, Stock Markets, and Economy
 - Crime Reporting: Approaches and Sensitivity
 - Environmental Reporting: Issues and Challenges
 - Health and Science Reporting: Research-Based Journalism
-

Unit 4: Data Journalism and Digital Tools

- Basics of Data Journalism: Analyzing and Interpreting Data
 - Use of Digital Tools for Reporting: Spreadsheets, Visualization Tools
 - Fact-Checking and Verification in the Digital Age
 - Reporting on Social Media: Trends and Ethical Guidelines
 - Challenges of Fake News and Misinformation
-

Unit 5: Field Reporting and Crisis Journalism

- Techniques for On-the-Ground Reporting
- Reporting During Crisis: Natural Disasters, Conflicts, and War Zones
- Safety and Risk Assessment for Journalists in the Field
- Real-Time Reporting and Live Coverage
- Impact of Citizen Journalism on Traditional Reporting

DNRR0107-T: Media Economics and Business

Unit I: Introduction to Media Economics

- Meaning and scope of media economics
- Characteristics of media as an industry
- Media as a dual product market (content & audience)
- Structure of media markets
- Public vs private media models

Unit II: Media Ownership and Revenue Models

- Types of media ownership
- Cross-media ownership and concentration
- Revenue sources: advertising, subscription, syndication
- Digital media business models
- Platform economy and news media

Unit III: Advertising and Media Markets

- Role of advertising in news media
- Ad markets and audience measurement
- Rate cards and media planning basics
- Sponsored content and native advertising
- Ethical issues in media advertising

Unit IV: Media Management and Business Strategy

- Media organizations and management structure
- Cost structures in news production
- Budgeting and financial planning
- Media entrepreneurship

- Start-up news platforms

Unit V: Digital Transformation and Future Trends

- Digital disruption of news business
- Paywalls and membership models
- Data and analytics in media business
- Global media conglomerates
- Sustainability of journalism

References:

- Robert G. Picard — *Media Economics*
 - Alan B. Albarran — *Media Economics: Understanding Markets, Industries and Concepts*
 - Gillian Doyle — *Understanding Media Economics*
 - Albarran, Chan-Olmsted & Wirth — *Handbook of Media Management and Economics*
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DNRR0108-T: Project

Unit I: Project Planning in Journalism

- Meaning and purpose of project work
- Selecting a reporting topic
- Problem identification in media field
- Project objectives and scope
- Proposal writing

Unit II: Research Methods for News Projects

- Field reporting methods
- Interview and survey techniques
- Document and data sources
- Verification and fact-checking
- Ethics in journalistic research

Unit III: Data Collection and Field Work

- Beat reporting practice
- Use of RTI and public records
- Observation and case study method
- Digital research tools
- Maintaining field notes

Unit IV: Writing and Production of Project Report

- Structure of media project report
- Writing investigative and analytical reports
- Use of visuals, charts, and documents
- Referencing and citations
- Editing and proofreading

Unit V: Presentation and Viva Voce

- Project presentation techniques
- Multimedia presentation formats
- News package / documentary format
- Defense of findings
- Evaluation and feedback

References:

- James W. Carey — *Communication as Culture*
 - John R. Bittner — *Mass Communication: An Introduction*
 - Melvin Mencher — *News Reporting and Writing*
 - James W. Creswell — *Research Design*
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