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Chapter 1 : How to Send Videos: 11 Steps (with Pictures) - wikiHow

Just because you may have written hundreds of articles relevant to a pitch or position, doesn't mean you should send them all to your would-be editor. If an editor requests a certain number of clips, meet his or her requirement.

The following glossary contains more than definitions of terms about journalism and the media - including new media - making it probably the biggest, most extensive journalism and media glossary available free online. Spelling and punctuation of terms occasionally vary. We usually give the most common form but where this is unclear we give alternatives. We also give prominence to terms based on Commonwealth practices, with others - such as those used in the US - also given where appropriate. No glossary is ever complete. This one will grow and change along with the profession. If there are terms missing or incorrectly defined, please let us know via the Contact Us page. Australian Associated Press, an industry-owned, Australian-based agency supplying news for a fee to the media. Legal proceedings are said to be active "with constraints on reporting, such as contempt laws - when a person has been arrested or charged, or a warrant or summons has been issued. An international, non-profit, non-government, professional association established in to support the development of broadcasting in its region, promote the collective interests of television and radio broadcasters and encourage co-operation. Based in Kuala Lumpur, Malaysia, with more than members, it is the worlds largest broadcasting union geographically and demographically. In radio, the sound of something actually happening, people speaking etc. Can also mean specifically audio material recorded out of the studio on location, either voices or other sounds such as ambient noise. Sometimes called a sound bite. In television sometimes called sync. Additional copy, to be added to a story already written. Unscripted talking, usually by a broadcaster. An advertisement written in the style of a news item or feature, often provided by the publisher to complement adverts sold on that page. Ethically, advertorials should be clearly identified as such. A type of journalism in which journalists openly and intentionally takes sides on issues and express their opinions in reporting. It attempts to be factually based and is not to be confused with badly-practised objective journalism or propaganda. In media, computer programs that use the automated analysis of statistics obtained from Internet usage to solve problems, including choosing how, what and when information is delivered to people en masse and individually. A printing instruction to set a word or sentence using all capital letters. The background sound in a place where a recording is made, e. A reporter or photojournalist who rushes to the scenes of tragedies to be first with sensational coverage. The original method of transmitting television or radio signals using radio waves, increasingly being replaced by higher quality digital broadcasting television and radio, transmitted in a digital data stream. A person who presents a news bulletin from a television studio, usually on a regular basis. See also newsreader and presenter. Short for news angle, it is that aspect of a story which a journalist chooses to highlight and develop. Usually the most newsworthy of its key points. Also called hook or peg. Associated Press Stylebook, a standard reference source for American journalists on word usage and spelling, including names in the news. A software program or collection of programs used to undertake specific tasks with a computer or mobile device. Contrast to system software, which is used to run the computer. Intelligence displayed by machines making their own decisions, sometimes independent of human intervention. AI machines are usually independently aware of the environment in which they operate and can solve problems without being told to. A job given to a journalist by an editorial supervisor, such as a news editor. Short for atmosphere, this is background noise recorded on location. In television it is sometimes also called actuality. Sometimes called ambient sound. To identify who said something, either as a quote or as reported speech. Attribution is important to maintain credibility. In audience surveys, the percentage of total potential audience members - whether tuned into any program or not - who are listening to or watching a particular program or station at a given time. Compare with audience share. In audience surveys, share is the percentage of a radio or television audience listening or watching at that time that is tuned into a specific station or program in any particular market. Compare with audience

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ratings. An independent assessment of the accuracy of newspaper sales and circulation figures, especially so advertisers can decide where to place their business. Also known as a teleprompter. The measure of the number of people who have read the newspaper or magazine in the period that it was issued, e. In broadcasting, when the presenter gives viewers or listeners brief information about something they have just watched or heard, for example the name of the reporter or of the piece of music which was just played. American term for senior production journalists on a newspaper. A backgrounder is the story written. A basic journalism principle of giving both sides of an argument in a fair way so readers or listeners can make up their own mind. Quantity of data that can be transferred along cables or through wireless connections, including transmission or the Internet. Measured in bits per second digital or hertz analogue. A headline stretching across the width of a page, usually at the top. Also called a streamer. US A specialist area of journalism that a reporter regularly covers, such as police or health. A news story that might once have been based on facts but which is then exaggerated so much that it becomes inaccurate or even false. The whole process is called sensationalising. In broadcasting, the second-in-command of a lighting team. A microphone which picks up sound from two directions, front and rear. Compare with omnidirectional and unidirectional microphones. A large sheet of paper on a board placed where newspapers or magazines are sold, with eye-catching headline text or graphics promoting a story in that edition. Short for biography, it is separate information about the person writing the article or significantly involved in the information being presented. A published interview where the interviewee is not named, e. Also, to conduct an interview not knowing the subject matter. A bullet point in type, used in text layout to list points or to make a separate point at the end of a story. A caption for a photograph. Short for web log, an online commentary or diary often written by individuals about their specialist interests, hobbies, family, politics etc. A person who writes a blog. They can be professional commentators or amateur Internet users. A list of blogs, usually on the front page of a website, the author thinks readers might wish to visit. Brief information about the writer, usually either at the top or bottom of the article. The style of newspaper type used in the body of a story, not in headlines, where it is called display type. A measure of web traffic, it is the percentage of visitors who only visit the front page, i. Also called a breakout. Sometimes called breaking news. Reports of events that are coming in while a newspaper is in the final stages of being published or while a radio or TV bulletin is on air. Music or sound effects used to link one item to the next. Transmission to a large number of people by radio or television. A large format newspaper, usually measuring at least 56 cm 22 inches long. Also used to describe more serious, less sensational styles of newspaper journalism. A hyperlink which, when clicked, does not connect to a web page, instead showing an error message such as In new media terms, to look for information on the Internet using a browser, usually by starting in a general area such as a search engine then focusing in on specific results. A software application for retrieving and presenting information on the World Wide Web, usually by finding and presenting web pages. Also called a web browser. A organised collection of news stories broadcast on radio or television at a regular time. Can also include elements such as sports reports, stock market information, weather reports etc. In US, more commonly called a newscast. To move the position of a story, either up or down the scale of priority or position in a bulletin. A TV service delivered into the home through a cable, usually for a fee. Compare with terrestrial television and satellite television. Short for capital letter. Also known as upper case. Also called a cutline. In television, information superimposed over a picture, usually at the top or bottom of the screen, describing what is being shown. Often used to name and describe the person speaking. An interactive, often private part of a website where visitors can write messages to each other in real time.

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Chapter 2 : The News Manual - Glossary

In general, an effective portfolio should show an editor you can handle standard journalistic tasks: report and write on deadline, come up with your own story ideas as well as respond to.

Premium Membership How to send me music This advice was put together after interviewing a number of big DJs, radio hosts and blog owners who get sent hundreds of new tracks every day. If you can follow most of these simple guidelines, you can give yourself the best chance of getting your music heard when you send it to someone. May 13th, at 7: Please remember that I get sent a lot of music. I love the fact that I get sent music all the time, but because of the amount of tracks, releases, dubs, albums, EPs and music that I get sent, it can be difficult to organise, listen to and keep track of everything. Please Do Not Do not send me an mp3 as an attachment to an email My inbox is already big and busy enough. Do not send me an incomplete track I would prefer to get a full track please. Then I can get a feel for the entire piece, as well as play it out, or in a mix if I want to support your music. It is easier for me to handle things I am sent with my email inbox. Do not send me music via a Twitter message characters is barely enough room for a URL and a couple of words. Do not send me an empty email with just a link It will probably be flagged as spam for a start. I will not click a link unless I know what it is, and I would prefer you to put in a little bit of effort when you write me an email. Do not send me the track in 3 different ways You emailed me, sent me a Soundcloud message, a Twitter notification and a Facebook note about this track. I got it the first time. Please just tell me once, via email. Please write to me directly. A little care and attention goes a long way. Do not give me your life story This is not about writing ten paragraphs about how you grew up listening to music, or how you would describe your sound with a million genre names. Please just be concise and try not to write too much. This is more to do with the music. Do not remind me every day about the track you sent I got your email unless you got a failed delivery note so I will check it when I get the chance. One polite reminder after a week or two would be sufficient. This is based on experience. I have yet to meet someone who has just started, who is good enough to support or release. These things take time. Do take a second to think about what you want from me I support certain genres of music and have quite specific outlets. Do name your track properly This might be the most important thing on this list. Make sure the information is in the filename and mp3 tags “ see the next point. Here is a helpful guide to naming your track: ID3 Tags to use: Windows users, there are lots of programs that will tag your mp3s even iTunes Mac users “ I recommend Meta , but iTunes will also do the trick. Do upload the track somewhere online and send me a URL Please upload your track to somewhere like Wettransfer , Soundcloud, Dropbox or to your own hosting if you have it so that I can easily visit the link and download the track. Please also check that the link works. Occasionally I get sent things that are definitely not the sort of thing that I would even consider listening to, so a streamable version or clip helps avoid that problem. Soundcloud is perfect for this and you can even make it a private link. Sometimes my DJ set or radio show may be recorded and go online. If you do not want me to play your music on the radio, DJing or in a podcast, then please let me know It Would Be Nice It would be nice to get the option to download a. It would be nice if you killed three birds with one stone Why not upload the uncompressed way to Soundcloud, and make it downloadable. Then you can make it private “ send me a link to stream it, and if I like it, I can download it right there. It really is that easy! I get enough email as it is, and just one polite email reminder after a couple of weeks will be more effective than lots of notes every day. If you can follow them, then I will be able to easily file and listen to your music, and I should be able to feedback to you if I can. It may have been good, but often I am on the look out for something in particular. This is just the nature of dealing with such large amounts of music.

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Chapter 3 : Get NewsGuard - Microsoft Store

If you're a journalism student you've probably already had a professor lecture you about the importance of creating a great clip portfolio in order to land a job in the news business. Here's what you need to know in order to do this. To get a job in print or web journalism. Clips are often the.

So you want to be an online journalist November 7, by JD Lasica Some tips on how to prepare for a fast-changing field This column appeared in the November issue of The American Journalism Review. A good portion of the e-mail I receive these days is from young people who ask: How do I break into online journalism? Increasingly, young people see the Internet as a taken-for-granted part of their daily routine and more relevant to their lives than one-way big media like newspapers and TV. Net journalism is here to stay. Following are some tips on how to break into the field and how to last: The best online journalism sites attract team players with an upbeat attitude and good people skills. Work in a newsroom, absorb the daily lessons of interacting with ordinary people, learn the power of words to educate, to uplift and to cause pain. Learn how to communicate as a writer and reporter. How can the story be enhanced through forums, polls, background materials, supporting documents, audio, video, interactive maps and charts, searchable databases, and so on? Develop a sense for how people use the Web for communication, information and entertainment. Build your own Web home page. Develop some content and show it to prospective employers. Get an e-mail account. Send your resume by snail mail and e-mail. Writing a compelling article and free-lance it to a Web publication. Some of them even pay. Want an inside tip? Bone up on the tools of tomorrow, like Virtual Reality Modeling Language, and apply that 3-D perspective to a real-world news story. Learn how to work sound clips. Take a camcorder to a news event and post a second clip on your site. New-media candidates with cross-over skills have a decided advantage. Network at Internet social gatherings, both online and in person. Send flattering, but sincere, e-mail to people you admire. Wiggle your way into online newsrooms for an interview, even if there are no openings. Work as an intern or as a data collector and show initiative by writing stories or reviews. Read Internet magazines to keep pace with the fast-changing scene. Subscribe to online mailing lists and free newsletters. Or start out at a small print publication before moving on to a paper with a new-media department. Remember, CNN Interactive or the nytimes. Just a couple of years ago, the road to success in journalism was a predictable, narrow, well-trod path.

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Chapter 4 : 6 Tips for Submitting Freelance Writing Clips

Sending a piece of home is easy to do and wherever your loved one is stationed, you'll always pay domestic prices. Personalize Mail Send something personal by customizing cards, stamps, and more using your own photos and third-party vendors' templates.

Who do we write for? Reuters writes for three main audiences: Professional "investors, fund managers, brokers, lawyers, tax specialists and others who take actions based on the news or may use it as a talking point with clients and a source of ideas to inform a longer-term strategy. Media" broadcasters, newspapers, national news agencies, news websites. The broader public" financially and politically aware readers who get news on Reuters. And to comply with the Reuters Trust principles, all stories, blogs and columns must display "integrity, independence and freedom from bias". Basic story structure A good Reuters story gets straight to the point and has all the main elements, including some context, analysis, human interest and color, woven in from the top, not just tagged on as an afterthought. The 5 Ws" Who? Typical trunk story intro for breaking news including market reports. Pulls together several urgents or updates on related events, or themes. The writer gets into the helicopter and looks for the big picture. State an argument, or forecast the implication of a trend, or come to a conclusion. What is the significance of this event, speech, development? Why should the reader bother to read on? To write the nut graph, answer the following questions: Assume the reader is new to the story, what is the context? Is this the first time? Is this a trend change? Is this a change in rank for the players as a result of the election, revolution, merger, takeover, earnings report, bankruptcy? What is at risk politically, economically, financially? Are there data and quotes back up the intro? You should source every new piece of information. Was a Reuters reporter, photographer or camera operator on the scene as a witness? Good sources and well-defined sourcing help to protect the integrity of the file and protect journalists against legal dangers see The essentials of Reuters sourcing. They should help to move the story along. Write yourself subheads to create the building blocks. Subheads can usefully help the reader about every words. Each block should follow logically and add detail or data, a quote, and some analysis or context, just like the first paragraphs of your story. What is changing and what is not? Who are the parties in conflict and why? For Reuters, national and international is usually more important than local Forward-looking is more important than backward-looking. Have I been fair to all parties and points of view? Have we given all relevant parties a chance to respond to each and every claim we make? Ensure information in the story agrees with and supports the headline, Are the headline tag and slug correct and appropriate? Confirm the day of the week and the date. Does the story make clear how we got the information, for example, from a newspaper pickup, interview, or news release? Check all the numbers. Do the components add up to the total, do individual percentages add up to ? Double-check the period covered, conversions, whether the figure is up or down. Watch for confusion between millions and billions, misplaced decimal points, transposed conversions. Watch the spelling of proper names and ensure names are spelled consistently throughout the story. Ensure the story provides full company names, full and proper titles, and RICs or ticker symbols in both the text and header field. Check that unfamiliar RICs and web site addresses mentioned in the story actually work. Check for balance and legal dangers. Is the story balanced and fair? Does the story cast a slur on the good name of an individual, company or organization? Use a second pair of eyes: Ask a colleague to read the story carefully to ensure that it is adequately sourced, accurate and fair, and written as concisely as possible. Your colleague must be critical. Most errors or problems can be caught in the bureau. Involve your bureau chief or an editor in charge in problem stories: Problematic stories should be copy edited by a senior reporter, bureau chief or editor in charge. If you must leave the bureau before your story is handled, make sure to provide a contact phone number. Even if permissioned for access to editing desk TASTE or EDIT baskets, reporters should NOT open a story in edit mode in an editing desk taste basket as it prevents editors from handling the story in a timely way and often causes confusion on busy desks. As a result we need to abide by line length guidelines to enable

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reporters and editors to move the copy quickly to meet readers speed needs. Newsbreaks that include pre-written material may run longer. Longer updates may be cut by desk editors in order to move the copy quickly. Updates that include pre-written material may run longer, provided this does not prevent the editing desk from moving the story quickly. The update series or "trunk" story format is designed to allow the reporter and editor to add information and analysis incrementally as the news breaks. Short, quick updates help meet the readers needs. Editing desks should try to fix and move problematic early updates quickly by cutting the story and then asking the reporter for a better version for the next update. Readers prefer short, easy-to-read stories and analyses, so newspaper story length guidelines are still useful. Most news stories in newspapers are between 300 and 500 words and most Reuters stories should be about the same. Desks are encouraged to cut overwritten copy. If a story cannot be cut easily because it is poorly structured, it may be sent back for a rewrite. This will delay publication. The final WRAPUP up on a breaking top news story that is likely to appear on a top news webpage or media wire news schedule, or significant exclusives, or especially well argued analyses tagged INSIGHTS, or features may run to 700 words, but you should check with your editor, bureau chief or regional desk. Make the headline strong Headlines should be short and informative. Use short words and an active verb and avoid unfamiliar abbreviations. It is better to convey one idea crisply and clearly than to cram in two ideas awkwardly. Often a geographic locator is also necessary. This is a warning that your headline may be getting too long. The key words approach to story structure Try making a list of 10 key words without which you simply could not write the story. Think more of the facts or concepts which must be there to guide your story structure. How long before you reach a crucial word in the intro? This is a variation of the key words approach to story writing. Read your lead and then count the number of words you use before you reach the one word that is strong and essential and cannot be thrown away. This is very often the news point. You should be hitting strong, essential words very quickly after you start to read the first sentence. You get there much sooner this way: Simply breaking the sentence in two can be a very useful way of shortening your lead. Support your intro with a quote Direct quotes add color and strength to your story and prove you have spoken to someone who knows what happened. Try to support your lead with a direct quote within the first few paragraphs, and be precise about who said this and where it was said. People rarely speak eloquently or succinctly. They do not order their facts in a way a journalist should. So use one or two short quotes in a story rather than several long ones. Make sure your quote pushes the story forward rather than simply echoes what you have just written. The hostage was released on Sunday and was in remarkably good health, the doctor said. That is called a "parrot" quote or "echo" quote and bores the reader. Rather, look for a quote that is different and strengthens the lead while pushing the story forward: Quotes can also be used to: Document and support statements made in the lead and elsewhere. Set off controversial material, where the precise wording can be an issue, as in legal contexts. When using indirect or reported speech, instead of direct quotes, sources either say something or they do not. Innuendo is rarely acceptable in news reporting. You should never guess at what a source means. This is rarely acceptable unless you have some other evidence to support the interpretation. Structuring the Body of the Story In addition to ensuring your story leads with the main facts, or leads with the main argument and quickly answers the questions why? Usually this is best done by building your story in blocks that follow sequentially.

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Chapter 5 : Your Work as Your Best Resume: Tips on Clips | Poynter

Q: Would you like to get transcripts and recommendations in one package, or can my recommenders send their letters directly to the school? A: Your entire application is online. Please don't send any materials to the Philip Merrill College of Journalism.

If you sell merchandise online or through a mail-order catalog, shipping quickly is often a major concern. Most commercial carriers, as well as the U. Postal Service, are committed to ensuring fast, accurate delivery. Shipping a product soon after printing its mailing label is part of providing good customer service. In addition, some carriers may dictate the time between printing a label and handing the package off to be shipped. **Printing a Mailing Label** An important part of doing business is learning to control costs, including automating processes. You could address packages by hand, affixing a postage stamp to each individually, but operating this way is impractical. All these services offer automated systems for generating package labels, paying postage costs and tracking the parcel during transit. Once a mailing label is generated, the carrier receives a notification to expect the package. In addition, your customer may also receive a notification and tracking number. The carrier systems may attempt to locate your package in their facilities, and your customer may expect her delivery to arrive sooner than it actually does. **Carrier Policies** The Postal Service allows senders to select the day on which they will be mailing their packages, and you are expected to ship your package on that day. If you are unable to do so, you can request a cancellation of the shipment and a refund of the money that you spent on postage. You may also be able to request a date correction on a shipping label. Other shipping companies, such as UPS and FedEx, likewise expect to receive the package on the date printed on the label. Not shipping on time can affect tracking, and possibly create ill will between your business and customers. In such cases, your agreement with the platform may require you to ship products on the day indicated on the label. Failure to do so could result in fines or even a termination of your relationship with the platform. **Best Practices for Shipping** You can stay on top of shipping and delivery issues by establishing realistic shipping processes within your organization: Be honest with yourself and your customers when promising delivery times. Provide accurate estimates on your website and confirmation emails. If a package is going to be sent out later than expected, contact your customer and let him know about the delay. Consider third-party fulfillment services: If you find that your company is having difficulty with quickly and efficiently shipping products to customers, consider making use of a third-party fulfillment service. These services stock your products and handle packaging and shipping. Outsourcing fulfillment can allow you to focus on product development and marketing.

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Chapter 6 : Reporting and Writing Basics - Handbook of Journalism

Include labels you like on your emailing list, which should include an "opt-out" option, to let them know what is happening with your band. If you record a new round of songs, it is perfectly fine to send a new demo to a label that has rejected you in the past.

Internship Course JRN is a four-credit course, requiring at least 12 weeks and hours of work during the course of the week semester. Most organizations feel that students cannot gain enough useful experiences or complete their job responsibilities adequately without this minimum time frame; in fact, many organizations require a longer commitment from six months to one year, especially if it is a paid situation. The value of the internship experiences increase proportionately to the time students commit; however, only four credit hours may be earned for each internship experience, no matter how long the job lasts. This internship requirement applies to journalism majors, journalism minors, PR minors and advertising minors. Students interested in doing an internship should contact Brian Hlavaty, internship director hlavaty2@oakland.edu. Students shall keep a record of their time and work experiences throughout the internship; this will serve as verification that the required minimum time requirement has been fulfilled, and also be a good reference for students as they write their report. Students shall write a paper usually between four to six pages covering the following criteria: Typical day or main responsibilities, significant incidents or special assignments, personal meaning of the experience, et al. This section should be written in such a manner that if your readers were thinking of applying for this internship, they would have a very good idea of what to expect from the experience. Internal Communication Climate – How does communication work within the organization? Can you get the information you need? Is there friendly social exchange? Are new ideas and self-starting encouraged or at least accepted? External – Identify the audience s the organization targets and describe how the company seeks to reach its goals. How did your work help? Students must keep a portfolio of all written work throughout the internship. These materials should be compiled in a notebook or folder and submitted with the report. The portfolio will count as one-third of the final grade. In addition, supervisors are encouraged to include written comments. This P grade is changed when the required materials are turned in. If you plan to graduate then, be sure to let the internship director know. The internship experience must be an entirely new experience for the student in a new setting. Reasons why credit may not be granted include, but are not limited to: Romantic relationships with employees at the internship workplace during the internship are discouraged. See the syllabus for other important information. Cases of internship fraud or any instances of dishonesty related to the internship will be pursued to the fullest extent possible as allowed under the Academic Conduct Policy and any other relevant policies. It is important for students to have an explicit understanding with their employer of the time commitment they will be expected to fulfill before they accept a position. Usually students start an internship at the beginning of a semester. However, they may start an internship at any time during the school year. If the work experience extends beyond the end of the term when they are registered for JRN, a progress P grade will be assigned. Contact Brian Hlavaty, internship director, via email hlavaty2@oakland.edu. This is your first step. He will provide you with information on how to proceed and send you a copy of the Application Form. Let him know what your focus is and where you intend to look. This is avoided by a simple email at the start of the process. All internships must be approved by Brian Hlavaty before a student can receive credit. Check the Available Internships tab for organizations offering internships. This list is updated whenever we get a call from a business. Plan ahead by making a list of organizations offering experiences that best meet your career preferences. Aggressively go after internships. So are students from other colleges and universities. Talk to classmates about possible internships. Get online and research businesses that appeal to you. Ask instructors if they know of any internships. Realize that a business could decide in midsemester that it needs an intern. Or it could lose an intern who unexpectedly leaves. Those businesses call us for help and say we need one – right now. This is good news for flexible students. It could mean that a student looking for a winter internship, for

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example, could stumble on a just-posted offering in October and start the internship right then. When we get such a call, we immediately list that internship on this website. Understand that many listed internships roll over from semester to semester. Realize that you can contact organizations not listed here. There are many more out there – local and national – to go after. DO NOT interview with a company not on this list before contacting the internship director. No sense wasting your time. Prepare or update a resume, along with a cover letter and writing samples, if applicable. Take these to Career Services for review. Contact organizations to set up interviews using the method suggested by each organization and following the time frames suggested below earlier is even better: Early July Winter Term: Late October or early November. Spring and Summer Terms: All registration is done through the internship director only after he has approved the internship and only after the student has filled out all paperwork supplied by the internship director. Keep the internship director updated with occasional emails on how the search is progressing. Interns will have the opportunity to gain valuable experience working in a nonprofit health care environment. The Marketing and Communications intern will assist with the overall function of the department, including organizing tasks, tracking marketing supplies and setting up meetings. Students must receive college credit for this unpaid internship, should be available to work hours per week during normal business hours, have strong oral and written communication skills, have knowledge of AP style, be able to work on deadlines and be responsible, detail-oriented, professional and organized. Submit a resume, cover letter and two to five writing samples to marketingandcommunications karmanos. Ignition Media Group Ignition Media group is a full-service integrated marketing agency with a focus on PR and experiential marketing for clients in the hospitality, automotive, infrastructure and mobility, and nonprofit industries. Our agency and leadership team are at the epicenter of all of the excitement brewing in Detroit, and our clients are at the cutting edge of each of their industries. Candidates should have excellent communications skills with a strong interest in PR, social media marketing and event management. The PAID intern will: Send resumes, a cover letter and work samples to hr ignitionmediagroup. A stipend is provided. Interns research and draft press releases; assemble press and sales kits; create posts and enhance content on Facebook, Twitter and other social media; compile and post upcoming auto-themed events in the area; perform web and phone research in support of MotorCities projects; and provide staffing assistance for events as needed. Students must have strong writing and oral communication skills, be proficient with Microsoft Office and be willing to work occasional evenings and weekends. Experience with Adobe Creative Suite is a plus. Interested candidates should submit a cover letter, resume and writing examples to Bob Sadler, the communications manager, at bsadler motorcities. Our current areas of focus include mental health, nutritional wellness, abuse and neglect, oncology and cardiology research and injury prevention. The duration of the internship will be the length of a school year, with the potential to be extended. This intern will play an integral role as part of the marketing and communications team, developing high-level materials to generate brand awareness for CHMF. Projects will include creating a monthly video series and assisting other CHMF departments as needed. The intern must be proactive and a self-starter; able to respond well to pressure; be an excellent communication; have experience with script writing; demonstrate experience in project management; show communication, leadership and organizational skills; show strong writing and proofreading skills; have photo and video experience; and be proficient with Adobe Creative Suite, Facebook, Instagram and Twitter. Please submit a cover letter and resume to Gina Jiovani gina. The student should be proficient in Microsoft Word, Excel, PowerPoint, Publisher and Adobe Creative Suite applications; must have an interest in writing and be familiar with AP style; be able to work in a fast-paced, deadline-driven environment; and have an interest in keeping up to date with general news and social media. A minimum of 10 hours per week is preferred. The internship begins Sept. Email a resume and cover letter to Chrystal Wilson, assistant superintendent of communications and marketing at communications detroitk Interns work out of the office on the 10th floor of the Fisher Building in Detroit. Detroit Public Television Detroit Public Television seeks unpaid interns in communication, graphic arts, special events and video production. Real Integrated Real Integrated, a full-service creative agency located in Troy, seeks an

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unpaid strategic marketing intern. The intern will track and compile mentions and features of company clients; write press releases and media alerts; participate in brainstorming with account managers, VPs and EVPs, getting a feel for the promotional and publicity campaigns; learn how to develop a pitch and use those skills to communicate with local and national media, organizations and businesses; create, organize and execute local and regional events; gain event management experience; and gain experience with research tools, learning how to target audiences for campaign messaging. At the conclusion of the internship term, interns will submit one portfolio piece, prepared under the supervision of Real Integrated staff. The subject can be whatever the intern chooses, but it should showcase what was learned over the course of the internship. Interns are encouraged to approach every project with an eye towards resume building and professional development. See information about the company at www.SBoykeRealIntegrated.com. To apply, please send your resume and cover letter to Samantha Boyke at SBoyke@RealIntegrated.com. The Detroit Zoo The Detroit Zoological Society is seeking college student interns for the winter semester who are in their junior or senior year and studying Public Relations, Communications, Journalism or related fields. Interns work closely with the Communications staff and other interns while learning valuable skills needed in the Public Relations workforce. Excellent writing and public speaking skills are a plus.

Chapter 7 : How Long After Printing a Shipping Label Must a Package Be Mailed? | calendrierdelascience.com

How to send me music This advice was put together after interviewing a number of big DJs, radio hosts and blog owners who get sent hundreds of new tracks every day. If you can follow most of these simple guidelines, you can give yourself the best chance of getting your music heard when you send it to someone.

Chapter 8 : Electronic Resumes: How to Include a Cover Letter | calendrierdelascience.com

Central place in a story - audio can take you to a place - in your head. Thus ambient sound such as common, easily recognizable sounds can take someone to a place. Thus ambient sound such as common, easily recognizable sounds can take someone to a place.

Chapter 9 : Citizenship Application: should I send both applications in 1 package

Read your lead and then count the number of words you use before you reach the one word that is strong and essential and cannot be thrown away. This is very often the news point. If you go beyond three or four words before reaching that "must have" word then stop and rewrite.