



Raising Indigenous Voice through Radio

Training on Basic Radio Journalism

Organised by: **CCD Bangladesh** Supported By: **WACC**

Venue: Hazi Muntazul Haque Memorial Hall

Date: 24 July-02 August, 2009

Training Outline

Days	Subject/Topic	Session
<u>Day One 24 July 2009, Friday</u>		
	Registration	08.45-09.00
	Expectation of the participants form the training	09.00-09.30
	Goals and objectives of the training	09.30-10.00
	Position of indigenous people in journalism and media sector in Bangladesh	10.00-11.00
	Adversities and prospects of indigenous people in journalism and media sector	11.15-12-15
	Group work: Needs of skill journalists in radio journalism/sector	12.15-01.30
	Basic concept of journalism	02.30-04.00
	Principles and code of ethics of journalism	04.00-06.00
	Recapitulation of the day	06.00-06.15
<u>Day Two 25 July 2009, Saturday</u>		
	Presentation of idols	02.30-03.00
	Qualities of a good journalist specially radio journalist	03.00-04.00
	Basic concepts of news and report	04.00-05.15
	Concept of news elements and news values	05.30-06.30
	Exercise: Identifying news elements as per news values	06.30-07.30
	Recapitulation of the day	07.30-07-45
<u>Day Three 26 July 2009 Sunday</u>		
	Presentation of idols	02.30-03.00
	Basic concepts of news structure	03.00-04.00
	Basic concepts of intro of news	04.00-05.15
	Exercise and Presentation: Writing a good intro	05.30-06.30
	How to write a good report: Process and procedure	06.30-07.30
	Assignment: Covering a news	07.30-07-45
	Recapitulation of the day	07.45-08.00
<u>Day Four 27 July 2009, Monday</u>		
	Exercise: News gathering and report writing	09.00-02.00
	Presentation of idols	02.30-03.00
	Report presentation and evaluation	03.00-04.00
	Nose for news: Process and procedure of news gathering	04.00-05.00
	Who are news sources: Cultivating news sources	05.15-05.45
	Exercise and Presentation: Identifying news sources	05.45-06.45
	On the record and off the record	06.45-07.30
	Recapitulation of the day	07.55-08.00

**Day Five 28 July 20***taking sides*

Presentation of idols	02.30-03.00
Terms and jargons of basic journalism	03.00-04.00
<i>Introduction: The wonderful world of radio</i>	04.00-
<i>Understanding radio and its tasks</i>	
- Radio stations	
- Radio programs	
- Radio formats	
- Content production	
- Radio formats	-06.30
- Exercise: Format outline for magazine radio program	06.30-07.30
Recapitulation of the day	07.30-07.45

Day Six 29 July 2009, Wednesday

Presentation of idols	02.30-03.00
Some Fundamental Principles	03.00-
- Knowing your Listener	
- Knowing your angle	
- Knowing the strengths and weaknesses of radio	-06.00
- <i>Exercise 1:</i> How listeners interpret what has been said	06.00-06.45
- <i>Exercise 2:</i> Thinking about Sound	06.45-07.45
Recapitulation of the day	07.45-08.00

Day Seven 30 July 2009 Tuesday

Presentation of idols	02.30-03.00
<i>Basic concept of script and importance of script writing for radio</i>	03.00-
- Writing for the ear	
- Basic principles for scripting	
- Scripting Process	
- Exercise: Scripting Process	-07.45
Recapitulation of the day	07.45-08.00

Day Eight 31 July 2009 Friday

Presentation of idols	09.00-09.30
Recapitulation: Scripting Process	09.30-
- Exercise: Scripting Process	
<i>Script layout</i>	
- Technical information	
- Technical definitions	
- Exercise: Review of a produced documentary script	-06.30
Recapitulation of the day	06.30-06.45

Day Nine 01 August 2009 Saturday

Presentation of idols	02.30-03.00
<i>Effective Radio Presentation and its importance</i>	03.00-
- Picture talking to one listener	
- Express yourself: Using your voice	
- Exercise: Mastering your presentation skills	
- Express yourself: Using your body	
- Exercise: Mastering posture, gesturing, and facial expressions	
- Final tips before going on radio	
- Exercise: Putting theory into practice	07.45
Recapitulation of the day	07.45-08.00

Day Ten 02 August 2009 Sunday

Presentation of idols	09.00-09.30
<i>Successful Radio Interviews and its importance</i>	09.30-10.30
- What makes a good interviewer?	10.30-
- Types of interviews	
- Preparing for interviews	
- Exercise: Review of example of preparing for an interview	
- Choosing your interview subject	
- Requesting an interview	
- Choosing the location	
- Questions, questions, questions	
- Finally the interview	-03.00
- Exercise: Preparing for an interview	03.00-04.00
Facilitating radio program: Tips and techniques	04.00-
- Exercise: Putting theory into practices	
Presenting news for radio: Tips and techniques	
- Exercise: Putting theory into practices	-06.00
Assignment: Grouping participants for radio productions	06.00-06.15
Selecting subjects for radio productions	06.15-06.30
Participants feedback regarding training	06.30-06.45
Training evaluation by participants and organisers	06.45-07.00
Concluding ceremony	07.00-07.30
End of the training	07.30-07.45

