

Class II



**STRUCTURE OF  
THE EDITORIAL  
BOARD**

## STRUCTURE OF THE EDITORIAL BOARD

Editorial board = soul of a newspaper



Primarily responsible for collecting and editing of new stories

## 2 important sections

### Reporting

### Editing

Reporters  
gathers news  
from different  
parts of the  
country and  
also from  
abroad

Photographers  
provide photos  
and cartoonists  
supply sketches  
of personalities  
and events

Editorial and  
special writers  
contribute  
editorials,  
features,  
articles, middles,  
columns etc

# ORGANIZATIONAL STRUCTURE OF EDITORIAL AND EDITING SECTION





# 1. CHIEF EDITOR



Kingpin of a newspaper

A leader can give up anything  
– except final responsibility.

John C. Maxwell

Person responsible  
for the commissions  
and omissions of a  
newspaper

## 1. CHIEF EDITOR



The editor who has to face the music when an angry reader or a group of readers storm the editor's chamber to protest over anything published or not published.

**Editor takes all important decisions connected with the publication of news and opinions on vital national and international issues and events**

## **1. CHIEF EDITOR**





## 1. CHIEF EDITOR

**Co-ordinates the editorial department**



**The final responsibility of bringing out the paper rests with the editor. So he is in a hot chair always**





## 1. CHIEF EDITOR



**Editor should face the music from the management, advertisers, governments and public for all acts of commission and omission**

## 2. NEWS EDITOR



**Most important person who plans a daily newspaper**



**Most important responsibility in the actual production of a newspaper**



**Coordinates the news collection process, editing and final presentation of news**

## 2.NEWS EDITOR



**In charge of the newsroom**



**Major responsibility is in the selection of news stories**



**Allocate tasks to news team and instructs reporters on the news angles which are to be highlighted in reports**

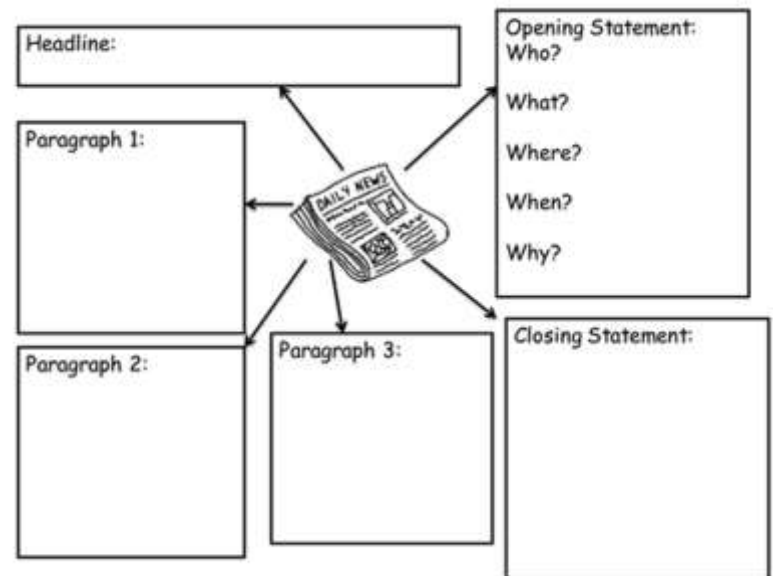


## 2. NEWS EDITOR

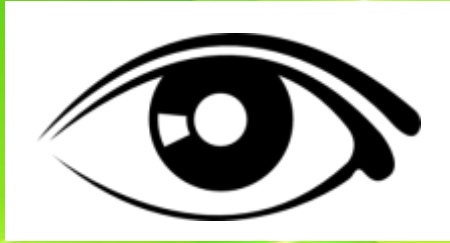
**Directly answerable to the chief editor**

**Major responsibility is in the selection of news stories**

**Assigns priorities and decides what news shall appear where and how**



## 2. NEWS EDITOR



**News editor- the eyes and ears of the chief editor**



**The actual news production process is headed by the news editor**



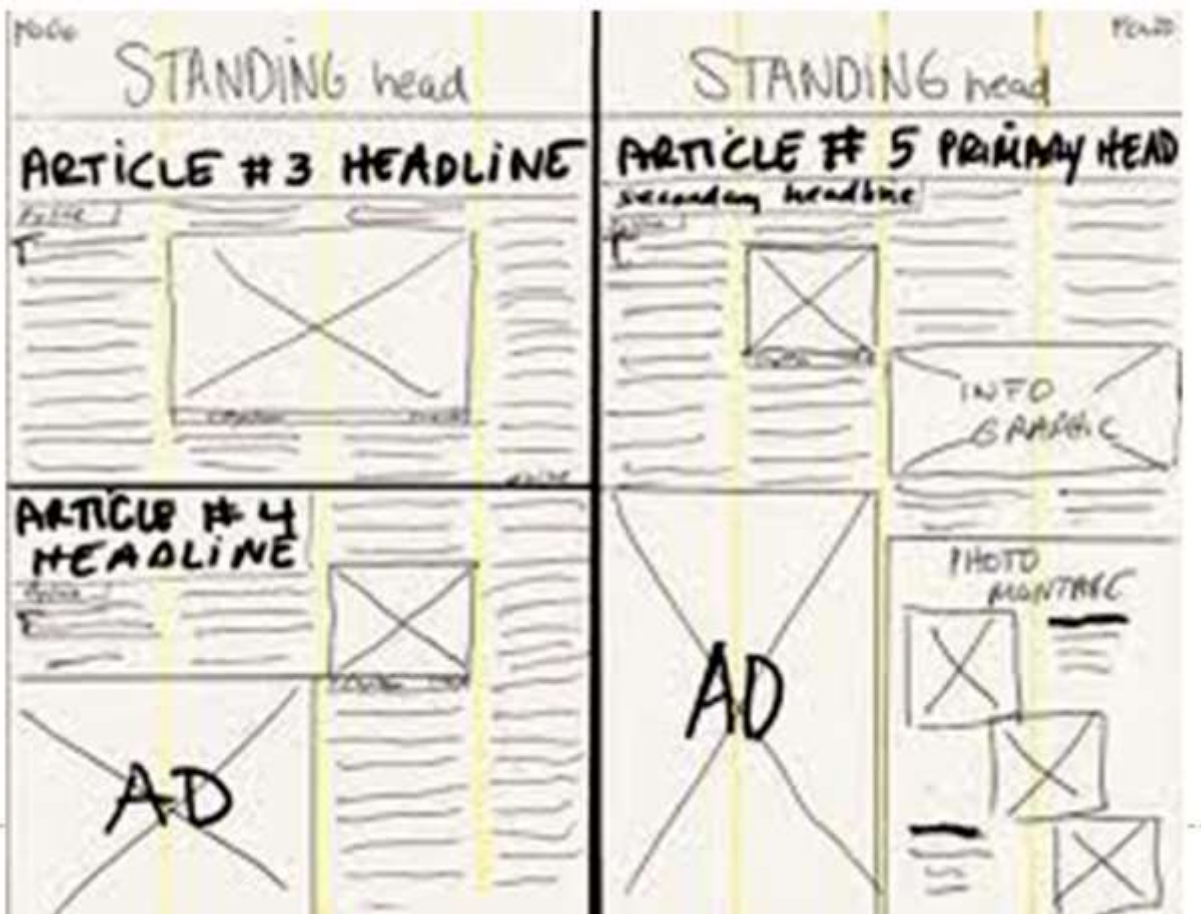
**As a final authority on news, the news editor has the power to stop the printing of a newspaper on order to accommodate an important fast-breaking news story**

News editor must scan all incoming news and issue directions for appropriate editing

## 2. NEWS EDITOR



**Dummy** for the first page is finalised by the news editor





**The morning news conference  
and the afternoon editorial  
conference also entrusted with  
the news editor**

**2.NEWS EDITOR**



## 2.NEWS EDITOR



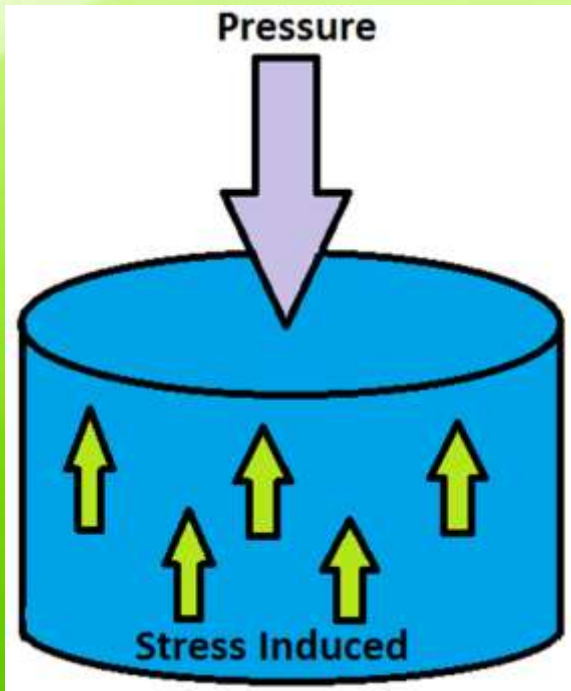
**Arranges photographers and artists, acts as a link with the advertisement department, arranges staff assignment**

**A senior journalist guiding other journalists; a disciplinarian to erring journalist, and a guide to junior-sub- editors**



**A senior journalist has several years of service in editing and reporting**

**2. NEWS EDITOR**



**Know the pressure , stress, or deals and joys of working in the last night as well as the strain of competitive journalism and news operations**





Thank you