

Acclimatization of News Editing

*At The Daily Star*



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Of

BRAC University



Inspiring Excellence

BRAC University, Mohakhali Dhaka, Bangladesh

Acclimatization of News Editing

At

*The Daily Star*

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Of

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By

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## ACKNOWLEDGEMENT

My internship at *The Daily Star* has given me a lot of memorable and insightful experience that marked the end of my graduation being a student of the Department of English and Humanities at BRAC University. I would like to express my cordial gratitude to all the people who have made it possible for me to complete my internship and the report successfully. Firstly, I would like to show gratitude to the Chairperson of my Department, Professor Firdous Azim. Again want to show my cordial respect and give thanks to my supervisor, Pritilata Sharma, for the support and constant providence of resources. A very special thanks to the editor of Business page Mr. Arun Devnath of *The Daily Star* who remained my on field supervisor in the organization. I would also love to thank each of my teachers for their intense support and blessings. Again a warm gratitude to Miss Roohi Huda without whom it would have to be difficult for all of us to be a student of Media and Cultural studies as she was only to take maximum major courses of this sector. Last but not the least; I want to thank my family for always being there for me with their emotional, academic and loving support throughout my four years journey in BRAC University.

Shejuti Zaman

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## 1. Introduction

News is newly received noteworthy information, especially about recent happenings. It is interesting, factual and easily relatable to what is happening around the world. In short, news is package information that delivers recent incidents--be it positive or negative--of the world to enlighten people about its current affairs. News is a source of knowledge and knowledge is power. It has little limitation with a vast field that conveys up-to-date information through the mass media, which possesses the power to influence, make, shape and break one's thoughts perhaps in the most effective way.

Media is the collective communication vents that are used to store and deliver information. It also has different fields including print media or the press, photography, advertising, broadcasting in terms of television or radio, cinema etc. According to "The Rise of Mass Media", news media which includes print media came around the time frame of sixteenth or seventeenth century.<sup>1</sup>

With the rise of globalization, the news industry has grown tremendously. Globalization forms a floor from which people get essence of every culture and its tradition. Here, the media works as strings attached to it. The rapid development in the mass media brought the entire world into a room making the general public largely dependent on it for information regarding political issues, social issues, business, entertainment, and news in the modern culture. Now, the newspapers and news reporting are not same as it used to be in the past; rather it went through massive changes and got renovated features over the past decades. This change creates a new loop for print media as well as broadcast media which enhance the aptitude of news industry.

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<sup>1</sup> For further information, please see the research journal "The Rise of Mass Media".

The reason I chose “Media and Cultural Studies” as my concentration is my interest in media and the role it plays in today’s world. Secondly, media has occupied a vast part of globalized world, which have attracted my attention to know it well and become a part of it. News has notable expediency as it creates paths forming connection among countries through the tangible presentation of current affairs by capturing news fresh. It develops curiosity among us by broadening our knowledge, outlook and understanding. We adopt new outlook, come across different perceptions of various people which helps to shape one’s own set of opinions and judgments regarding news. News has the power to unite and divide as well as to make and break views. Though the newspaper industry is slowly declining all around the world, still it has a higher chance for Bangladesh.

I chose “*The Daily Star*” for my internship because of its neutral, ethical standards and direct approach towards news publishing. It is the largest circulating daily English-language newspaper in Bangladesh. It has the most captivating and intense Editor of Bangladesh’s news industry. This premium print media has its own way of looking at news by collecting and presenting the reports in a different way, factually in an accurate way.

In *The Daily Star*, I have worked in Business Department with thirteen other journalists among which five are sub-editors and rests of them are reporters. I have learnt their way of writing, how all the business news is bring together, captioning, editing, writing news from press releases and other different sources. They follow British style and standards of writing which is different from our academic one. Every single field has its own way of presentation. The work environment was very friendly and my experience working there exceeded my expectations.

## 2. The Brief History of *The Daily Star*

*The Daily Star* is the largest and most popular English daily in Bangladesh. It was established by Syed Mohammed Ali, on January 14, 1991. The Daily Star is owned by Media world, in which a major share is held by Latifur Rahman's Transcom Group. This premium newspaper is led by Mahfuz Anam, who is a former United Nations official. He is also the publisher and a member of the six-member Board of Directors that deals with financial matters. The Chairperson of the Board of Directors is Rokia Afzal Rahman. The general section of the newspaper is led by Dr. Salehuddin Ahmed, Managing editor, while the news team is led by Syed Ashfaquul Haque, chief News Editor. Ahmed Ali is in charge of the Metro and Rezaul Karim Lotus, a chief reporter. Other leaders are AFM Jamaluddin, Establishment Manager; Mizanur Rahman, Accounts Manager, Selim S.H. Chowdhury Production, and Sher Ali Advertising Manager.

Its principal bureaus are located in Dhaka and Chittagong, with several representatives abroad. The newspaper's motto, "Committed to People's Right to Know", appears on the upper-middle section of the front page. It has several sections which includes- News, Opinion and Editorial, Star Business, Star Sports, Arts and Entertainment, National and Metropolitan. The major supplements are Star, Forum, Lifestyle, Star Literature, Law and Our Rights, Shout, Star Insight and Science and Life.

To provide the widest range of the reading public, its regular 20-page issue contains 2-page Sports round-up, 4-page Business News, 3-page City news, 2-page Arts and Entertainment round-up and TV guide, National and International News. There are also weekly based publication and special supplements with the main newspapers.

In addition with the main form of newspaper, it has several supplements:

**Star Weekend Magazine** is a weekly special magazine publishes on Friday.

**Lifestyle** is a weekly fashion and lifestyle tabloid published every Tuesday.

**SHOUT** is a 4- colour tabloid-size publication for the young publishing on Thursday.

**Star SHOWBIZ** is a supplement published on quarterly basis. It is targeting the fashion world of glitter and glamour.

**Law and Our Rights** is a weekly supplement on legal issues published every Saturday

**Bytes** is a one page material publishes on every Monday.

**Next Step** is also a one page material publishes on every Wednesday.

**Shift** gets published on every Friday.

Last three materials always publish with the main newspaper.

Presently the circulation of *The Daily Star* is 40,000 copies on weekdays and 60,000 copies on weekends. Besides, Mahfuz Anam, the Editor and Publisher of The Daily Star is also the Publisher of the Bengali weekly “Shaptahik 2000” and fortnightly “Anandadhara” published by Media world Ltd, the owning company of *The Daily Star*.

The main newspaper consists of, 4-pages Business Section, printed on pink newsprint. The given gesture possesses to provide a distinctive look to this section. The Business Section deals exclusively with local and international current business news / views and gives emphasis on private sector growth, focusing on emerging, new national and international business avenues. Stock has its concern in the page which gets the comparison with international affairs. This page is run by the Business Editor—Arun Devnath. There are thirteen members in the business department. It includes five sub-editors and rests of them are reporters.



### 3. Working at *The Daily Star*

Working at *The Daily Star* has been an outstanding learning experience. I got the chance to see how things work in media houses and learnt to do certain types of work. One thing I realized well is that studying media and working at the same field is very different from some aspects. Working in practical places and the theoretical knowledge that we get in our classes are not always similar experiences. The write ups that will get published go through certain steps of editing and for that one must deal with the editors of his/her department and also with their different opinions regarding a particular topic.

I worked in the Business department. This section deals with local and international current business and economics. This page also focuses on different views and gives emphasis on private sector growth, focusing on emerging, new national and international business avenues. Stock is another concern of this department. With the emergence of globalization business is expanding throughout the whole world. As a result business journalism became a very important sector in our country.

*The Daily Star* Business department is governed by thirteen members:

1. The Business Editor: He is in charge of the department, Arun Devnath. He is the one who decides who will cover which news item. Depending on every reporter's particular bit, he gives assignments to them. Which items will go on which pages is also a concern of the Editor. The Editor also decides which news items will go on which pages and also edits some news.
2. Sub-Editors: There are seven members in the department, work as Sub-Editors. They edit reports given by reporters. Sometimes, they write short news item based on press releases and modifies other items. The sub-editor also prepares reports from international newspapers and press releases after translating.

3. Reporters: There are six reporters in this department. Every single reporter covers a particular news bit. Based on those, they are been given assignments. One focuses on stock and other six focuses on telecommunication, readymade garments, different industries etc.

4. Page designer: There are two page designers who are in charge of the layout of the paper. They prepare the four pages (B1, B2, B3 and B4) before sending to graphics section.

*The Daily Star* strictly follows a British style of writing, which is quite different from what I am used to do in BRAC University. As I am now an intern in the Business page, I found the writing very different from other sections.

The writing style of *The Daily Star* is also different from other English newspapers. They have certain method that is totally different from others. During my internship, I had to familiarize myself to *The Daily Star*'s philosophy.

On my first two weeks, I did not write any reports rather edited news items. The items were not particularly one type. There were index, makeup writing, small advertisement, press releases etc.

In *The Daily Star*, there is one thing in which they believe is truth. The reporters collect the information and write a rough copy of them. After that, the editors get their role to play while re-writing those stuffs according to the method follows by the newspaper. The first edited materials get double checked through other sub-editors.

Every news report is written in several paragraphs where a standard word limit is highly maintained. They require minimum 35 words for each paragraph. The following paragraphs may contain more than 35 words if needed. All this is done using the inverted pyramid method. They always maintain it strictly.

*The Daily Star* Business page believes in giving the readers current news straight. They do not believe in dramatization and so asking questions and assumptions within reports are strictly prohibited. The readers must not be left in doubt rather they should be given flawless and clear information.

During that time, I got to use techniques learned and knowledge gained in Print Media, Editing and Translation Studies courses. I started doing my major courses by taking Editing in my third year and it continued through English for Print Media, Globalization, Cultural studies, Copy Writing and Translation Studies. During that, I attended several guest lecturers' classes who were from *The Daily Star* and *New Age*, appeared on different seminars organized by BRAC University's English and Humanities Department. I acquired knowledge about the contemporary media world and different issues through these courses and seminars.

Throughout the time of my internship at *The Daily Star*, I wrote reports based on press releases, also had to translate lots of Bangla press releases into English and edited different given reports as well. Caption writing was the common item which mainly done from press releases. Most of my reports published during my internship period. Some of them will be attached here later.

#### 4. Press Releases

Press releases are common type of news material that let the public knows about the development of an organization. It is very common to come across press releases while working at any news organizations. In every media house there has to be at least one press release that would go in the paper. Without press release it would have been very tough to produce a proper newspaper.

Mickie Kennedy, the founder of eReleases talked about origin and development of press release in an article. It said that, the press release was born following a train wreck on October 28, 1906, in Atlantic City, N.J., that left more than 50 people dead. The wrecked train was owned by Pennsylvania Railroad who was one of Ivy Lee's clients. In response to the disaster, he convinced the railroad to issue a statement about what had transpired. In doing so, he set in motion a practice for companies to address issues important to them, or, in the case of the railroad, to offer an explanation of what had happened. *The New York Times* was said to have been so impressed by Lee's release that the newspaper printed it exactly as Lee had written it. Although it's rare for media outlets to use press releases verbatim these days, they still often act as a starting point for a journalist to create a story. When Ivy Lee created what is widely believed to be the first press release, he established an invaluable component to any public relations campaign. The times and technology may have changed, but there are several things a press release can accomplish that make its use as relevant today as when Lee was alive (Kennedy).<sup>2</sup>

That is how press release developed over time.

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<sup>2</sup> The article, "The Origin of the Press Release and Its Importance to Public Relations" is an online article written by Mickie Kennedy. He is the founder of eReleases. The whole information regarding press release has derived from this article.

For further inquiry please visit, <http://www.ereleases.com/prfuel/history-of-the-press-release/>

Different organizations send press releases to media houses for addressing issues such as, press conference announcements, new product release, employment circular, death news, upcoming events and some promotional releases etc. During my internship with the Business section, I came across press releases almost every day. Most of my work was based on press releases from different business organizations including telecommunication houses, banks, different corporate houses etc.

Most of the releases were in English but very few were in Bangla too. Sometimes some of them contain lack of information. In that case a sub-editor needs to contact the respective organization for further details. The press releases that I encountered with were not double spaced. It is very difficult and irritating for a sub-editor who makes reports out of these. While working on Bangla press releases, I found it more difficult. The writing pattern and word selection is very tough in case of Bangla. Hand to hand press releases was more familiar in case of Bangla. For this reason it is very difficult to write report as those were not digitalized.

In the University, we learn certain criteria regarding press release that is using (###) at the end of the release. I never saw a single release that has followed the method. Sometimes, even the inverted pyramid method was not followed. That is why the copy becomes more difficult to analyze.

Most of the Bangla press releases were full of mistakes especially in case of names. For this reason the sub-editors need to aware of the fact and make those double checked before making reports. I also have seen many press releases filled up with unnecessary information regarding the sponsor and especially about the organization which never get priority while writing report. In that case, it is difficult to write report because of the confusion.

Writing very short stories from press releases were not difficult at all. There was certain writing pattern that I needed to follow throughout my internship in the Business page. In every press release based story, there should be mention of ‘Star Business Desk’ on the top left after the heading. Name of the sub-editor or the reporters never appears in desk news. The names of reporters get published only in case of Bylines and special reports. The very short stories should not exceed the word limit of 170-250 while the introductory part needed to be done within 35 words.

Here is the attachment of some of the press releases and reports written out of it.



### **Airtel to Launch Young Leader Program**

Airtel to launch its flagship management trainee program for the fourth consecutive time  
 Dhaka, January 15, 2015: Airtel Bangladesh Limited, the fastest growing mobile operator of the country is about to launch their flagship management trainee program for the fourth time, in a row, titled “young Leader Program”.

Fresh graduates from any reputed university who has recently completed or going to complete their graduation and post-graduation degree in any discipline within the next two months can directly apply for full time job opportunity at Airtel through this program. Recruited young minds are provided with an accelerated career track and mentoring inputs that facilitate taking up challenging leadership roles in the organization.

To know more about the program and application procedure, candidates are encouraged to visit Airtel Bangladesh’s Facebook career page ([www.facebook.com/airtel.career](http://www.facebook.com/airtel.career)). Applications can be submitted through [www.bdjobs.com](http://www.bdjobs.com) from 21 January 2015 onwards.

About Airtel Bangladesh Limited

Airtel Bangladesh Limited is one of the fastest growing mobile services providers in Bangladesh and is a concern of Bharti Airtel Limited, a leading global telecommunications services provider. The company offers a wide array of innovative mobile services, including voice, value added services, data and m-commerce products and is focused on expanding its state-of-the-art mobile network both for coverage and capacity.

### **About Bharti Airtel**

Bharti Airtel Limited is a leading global telecommunications company with operations in 20 countries across Asia and Africa. Head quartered in New Delhi, India, the company ranks amongst the top 4 mobile service providers globally in terms of subscribers. In India, the company's product offerings include 2G, 3G and 4G wireless services, mobile commerce, fixed line services, high speed DSL broadband, IPTV, DTH, enterprise services including national & international long distance services to carriers. In the rest of the geographies, it offers 2G, 3G wireless services and mobile commerce. Bharti Airtel had over 305 million customers across its operations at the end of October 2014. To know more please visit, [www.airtel.com](http://www.airtel.com)

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Here is the report that I wrote out of this press release.

### **Airtel to Launch Young Leader Programme**

Star Business Desk

Airtel is going to launch the fourth flagship management trainee program titled “young Leader Programme”, the company said yesterday.

Through this program, fresh graduates or going to be graduated or post-graduates in any discipline can straight apply for full time job opportunity at Airtel, which is a concern organisation of BhartiAirtel Ltd.

The company will provide them an accelerated career track and training in leadership enhancement. Applications can be submitted through bdjobs website beginning from January 21, 2015.

As all are regarding business, stocks, economics and full of digits and figures, it is tough to make reports as full concentration is needed. Making of a single mistake will be the liability of the sub-editor.



## 5. Translation

Translation is a difficult task to do and I often came across this during my internship in the business page of *The Daily Star*. Though I did translation very often still faced little difficulties which I recovered after first two or three times. I was mainly asked to translate the press releases that came via e-mail and were distributed among the sub-editors. All the translations were from Bangla to English and I felt glad to have the course on Translation Studies in my University that help me doing the stuffs practically. I learnt a lot of basic theories of translation that I applied during my work.

The term translation refers to the transformation of one language to the other. In the book *Introducing Translation Studies: Theories and Applications*, the writer Jeremy Munday said, “The process of translation between two different written languages involves the translator changing an original written text in the original verbal language into a written text in a different verbal language” (Munday 4-5).<sup>3</sup> So, delivering information from one language to another in a written form where originality will be highly maintained by the translator is generally called translation. Translation is a very ancient process of delivering thought though it appears in academic level during the second half of twentieth century. According to Jeremy Munday, “[...] although the practice of translating is long established, the study of the field developed into an academic discipline only in the second half of the twentieth century” (7).

There are mainly two types of translation:

1. Word for word
2. Sense for sense

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<sup>3</sup>This book was assigned by our Translation Studies course where I found the concept of translation in the first chapter named, “Main Issues of Translation Studies”.

Sense for sense translation is vastly use in newspaper industries and almost everywhere where translation is required. It incorporates the idea of the author or writer projected in the written material rather than the exact words. However, while translating the press releases I needed to follow both of the types as sometimes word for word translation was required in case of names and particular terms but rest of the time it was on sense for sense translation.

I will attach some of the press releases bellow that will reflect the type of work that I have done so far.

		
<p><b>PHOTO RELEASE</b></p>		
<p>29 January, 2015</p>		
<p>ক্যাপশন: আগামীতে গ্রাহকদের জন্য বিভিন্ন ডিজিটাল সেবা চালু করতে আজ, ২৯ জানুয়ারি, ২০১৪ (বৃহস্পতিবার) রাজধানীর রবি কর্পোরেট অফিসে স্পাইস ডিজিটাল বাংলাদেশ লিমিটেডের সাথে একটি সমঝোতা স্মারক স্বাক্ষর করেছে রবি আজিয়াটা লিমিটেড। রবি'র ব্যবস্থাপনা পরিচালক ও প্রধান নির্বাহী সুপুনবীরাসিংহে এবং স্পাইস ডিজিটাল ইন্ডিয়া লিমিটেডের চীফ অপারেটিং অফিসার লোকেশ গুপ্ত নিজনিজ প্রতিষ্ঠানের পড়ো চুক্তি সই করেন। এ সময় রবি'র চিফ অপারেটিং অফিসার মাহতাবউদ্দিন আহমেদ ও হেড অব ডিজিটাল সার্ভিসেস মোহাম্মদ মনজুর রহমান এবং স্পাইস ডিজিটাল ইন্ডিয়া লিমিটেডের কান্ট্রি ম্যানেজার রেজওয়ানুল হক জামিউপস্থিত ছিলেন।</p>		
<p>-END- Issued By: Communications &amp; Media Relations, Robi Axiata Limited</p>		
<p>FOR MORE INFORMTION PLEASE CONTACT:</p>		
<p>Concerned persons from Robi Axiata Limited: Ashikur Rahman Manager – Media Relations Mobile: 01833180853</p>	<p>Or Mohiuddin Babar Media Spokesperson mohiuddin.babar@robi.com.bd Mobile: 01819210016</p>	<p>Concerned person from ImpactPR: Tareq Moretaza Sr. Consultant Mobile: 01841050555</p>

The translated version which I am going to attach is a rough copy and done by me though one of the sub-editors rechecks the material.

Caption:

Robi Axiata Limited has signed a Memorandum of Understanding (MOU) with Spice Digital Bangladesh Limited to introduce various digital services for Robi subscribers in future. Supun Weerasinghe, Managing Director and CEO of Robi Axiata Limited and Lokesh Gupta, Chief Operating Officer of Spice Digital India Limited signed the MoU on behalf of their respective companies. Mahtab Uddin Ahmed, Chief Operating Officer and Mohammad Manzur Rahman, Head of Digital Services from Robi Axiata Limited and Rezwanul Haque Jami, Country Manager, Spice Digital Bangladesh were also present on the occasion. The signing ceremony took place today at Robi Corporate Office.

## 6. Captions

The term caption stands for a written version of speech that appears beneath a picture that reflects the main idea as a whole. According to Oxford dictionary, “words that are printed underneath a picture, cartoon, etc. that explain or describe it [is called caption]” (Oxford Dictionary).<sup>4</sup> It is very common to come across photos require captions in press releases while working at news organizations. Without photos it would have been very tough to produce a proper newspaper as photo captions tell most of the story by itself. It is the most read portion of a publication. Photo captions require standards of accuracy, clarity; completeness and good writing type that cover the main information.

In general there are two kinds of caption. One is open caption and another is closed caption. According to “Described and Captioned Media Program” by the U.S. Department of Education, only open captioning was there during late 1950s. After around 20 years or more closed captioning made its first debut. Then, other caption styles appear as the time passes. These all are appropriate for visual media.

There are certain criteria that make a caption prominent. Captions should be consisted of 5w’s and 1H addressing all the questions that a reader might have. Dramatization, extra information, description and unnecessary terms are not required for captions. Caption writers should give emphasis on the words that accurately reflect the picture. Special precautions need to be taken as captions never allow mentioning someone cropped out of the original photo. It should be to the point, should maintain the tone of the text and photos, and must avoid long sentences, judgmental information.

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<sup>4</sup>This information is clearly stated at the website of Oxford Dictionary. For further information please visit the website, <http://www.oxforddictionaries.com/definition/learner/caption>

During my internship with the Business section in *The Daily Star*, I came across press releases that contain photos. Most of the press releases required photo captions as they need to be published just as it is not in the way of news story. While working on press releases I found one or two photos attached to the releases which include different business organizations like- telecommunication houses, banks, different corporate houses etc. After receiving the materials, a sub-editor starts writing captions on the priority basis. While working there, I did the same thing. *The Daily Star* follows certain rules that allow above mentioned criteria of caption writing. Most of the times they asked me to maintain the word limit (35-48 words) while writing captions and save all the captions in one word file. After that, one of the senior sub-editors put them after one another on priority basis. Most important photos always get the chance to be on top. As business page consists of four pages (B1, B2, B3 and B4) second and third pages are mostly allocated for captions and desk reports.

At first, mentioning of the name of persons, designation and the action that took place being encompassed in caption writing. After that, time and date get their floor to be appeared. *The Daily Star* follows this rule strictly where dramatization and description is forbidden with the British writing style.

Here is the attachment of the word files of captions that I have done during my internship. These are the captions which I did on the second or third day of my internship.

#### Captions

Bank Asia

MH Khan, a physician, inaugurates a branch of Bank Asia on Masjid Road in Tangail yesterday. Md Nasir Uddin, head of Tangail Branch of Bank Asia, was also present.

### MTB

Md Hedayetullah, chairman of the executive committee of Mutual Trust Bank, inaugurates the 2nd Privilege Banking Centre at MTB's Banani branch in Dhaka yesterday. AnisA Khan, managing director, was also present.

### Brothers Furniture's

Habibur Rahman Sarker, chairman of Brothers Furniture, and Mahbubul Alom, president of Chittagong Chamber of Commerce and Industries, open a showroom of the furniture maker at VIP tower in Chittagong on Monday.

### Shwapno

Sabbir Hasan Nasir, executive director of ACI Logistics, open's a Shwapno outlet in Banani, Dhaka yesterday. Sohel Tanvir Khan, head of business development, was also present.

There are more files I would like to attach. All are in word file format.

### Captions

#### Walton

Md Humayun Kabir, executive director of Walton, and Firoj Alam, senior deputy director, receive the market leadership award during the Golden Globe Tigers Summit-2015 held at Luxurious Prince Hotel and Residence in Kuala Lumpur, Malaysia recently.

#### DBBL

A section of participants seen at the 19th annual general meeting of Dutch-Bangla Bank held at Sonargaon hotel in Dhaka yesterday. The bank declared 40 percent cash dividend for the year ended December 31, 2014.

#### IDLC

Anwarul Huq, chairman of IDLC Finance, attends the company's 30th annual general meeting at Radisson Blu hotel in Dhaka on Monday. The company approved 25 percent stock dividend and 10 percent cash dividend for 2014.

### Prime Bank

Azam J Chowdhury, chairman of Prime Bank, poses during the bank's 20th annual general meeting held at KIB Complex in Farmgate, Dhaka yesterday. The bank declared 15 percent cash dividend for 2014.

### BGIC

Ahmed Saifuddin Chowdhury, chief executive of Bangladesh General Insurance Company, attends the company's workshop on anti money laundering and terrorist financing activities held in Dhaka recently.

### City Bank

Rubel Aziz, chairman of City Bank, inaugurates the bank's branch at Kanaipur in Faridpur on Sunday. Syeda Shaireen Aziz, director, was also present.

### MTB

Rashed A Chowdhury, chairman of Mutual Trust Bank, and Anis A Khan, managing director, attend the bank's 15th extra ordinary general meeting and 16th annual general meeting at International Convention City in Bashundhara, Dhaka yesterday. The bank announced 20 percent stock dividend for 2014. MTB also approved issuance of Tk 300 crore coupon bearing non-convertible redeemable subordinated bonds.

### NRB Bank

Iqbal Ahmed, chairman of NRB Bank, inaugurates the bank's GEC Mor branch in Chittagong recently. Muklesur Rahman, managing director of the bank, was also present.

### Southeast bank

Alamgir Kabir, chairman of Southeast Bank, poses during the bank's 20th annual general meeting held at Bashundhara Convention Centre in Dhaka on Sunday. The Bank approved 15 percent cash dividend.

### SIBL

Md Rezaul Haque, chairman of board of directors of Social Islami Bank poses during the bank's 20th annual general meeting where they approved 18 percent cash dividend for the year 2014, held at Savar Golf Club in Dhaka on Monday. Md Shafiqur Rahman, managing director of the bank was also present in the programme.

## 7. Editing

Editing is the most important process of presenting news in the newspapers. Once the news stories were written, they needed to be edited for the paper/website as per the requirement of the newspapers word or space limit. This process was dependent on the significance of the story and the parts which needed to be highlighted. The whole process was well acquainted with the inverted pyramid structure. Overall editing is not a very easy task to do.

Generally, Editing is the preparation of written materials led by correcting, revising and adapting the news for publication. There are many factors depending on which the task of editing gets completed. In the article “A New Structure for News Editing” D. Gruhl and W. Bender said, “Many factors contribute to making the selection and presentation of timely, relevant information a task as daunting as it is necessary. People want to be kept informed of events and occurrences that impact them, but at the same time do not want to wade through the tens of thousands of news articles available every day to find what they need” (Bender and Gruhl 1).<sup>5</sup> A proper news story gets published through editing that based on several vital factors. One must have well acquaintance over the news value factors (Consequences, Proximity, Prominence, Oddity and Timeliness) while editing and writing the news stories that automatically led to the inverted pyramid.

Remembering House style and word limit is the two foremost responsibilities of sub-editors. House style refers to the preferred manner of presentation chosen by a newspaper house. A news story should have a proper headline, perfect and concise introduction, mention of the news house and facts that based on truth, data and graphs. The latter mentioned criteria were followed strictly by the Business page of *The Daily Star* as it is all about economy, business,

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<sup>5</sup>For information regarding news editing will be available here in the article “A New Structure of News Editing” written by D. Gruhl and W. Bender.



organizations, stocks and currencies. All the reports should be graphical to be published at this colorful four pages newspaper and for that double editing was must.

Presentation of proper news mostly depends on the sub-editors. They need to develop certain characteristics while editing which includes- ability to compute readers mind, tendency to be updated all the time with new news stories, have to have potential to follow the news value factors while editing and should have good news organizing ability.

During my internship in *The Daily Star's* Business page, I found the task of editing a bit challenging though I was well accustomed with the inverted pyramid structure as well as the precise form of news story from my courses of Editing and Copywriting. The most important line of a news story is needed to be said at first, which should be a brief summary of the whole story. This short introductory paragraph should not exceed 35 words as per the requirements of the Business page. This beginning portion should also include all of the 5Ws and 1H. Depending on that the reader will be attracted towards main news story. For this reason, it is very important for the editor to be certain about the first line that accurately represents the rest of the news.

The heading of any news stories is also as important as any other portions of news. Being a vital element, headline should consist of eight to ten words that catch attention as much as required. It also gets double checked by the editor of the particular page. After the heading and the first line were decided, the main part gets its floor to play. At the first look it seems very difficult to understand the whole story as each and every news was based on business, different organizational data and graphs etc. that was very new to me. For instance, when a story is based on any inaugural program, death or any other news that hold the core of the story placed at the first of the introductory part. The following paragraphs hold all other factors including place, date, time and any claim by any business organizations.

Editing business news did not only limit to the rules, but I also had to focus on the strict structure as well as the general syntax and semantics of English language. Every little detail mattered in presenting news as all the news stories were expected to be accurate, with unbiased factual data of all the possible sectors. Among most of the important factors, mentioning of the source is a necessary part that I learnt and it requires to be confirmed. However, I was taught that, it is reporters' duty to send all the vital news and information of the sources to the editor and sub-editors, and if not, then the sub-editors were to call upon the reporters or the source assigned for the assignment. If anyone was unable to get the information, the news editor had no option to discard the news for the time being.

As my main work was to edit and writing short news from press releases, I had come across many copies that had huge grammatical mistakes and full of fragmented sentences. In this case, brushing up those stories was the difficult task where concentration and patience was highly required. Checking and correcting the numbers, name of organizations, name of different people and different places seem to be very tough task to do while I did editing the stories of Business page.

I edited hundreds of news in the three months duration of my internship. There were news about garments, automobiles, stocks, rising of new companies, different industries and many more. Being an intern my responsibility was to write short stories from the press releases and edit stories that were not for the front page because all the big and vital business news that appears on the front page get edited by only the senior sub-editors. Here I am attaching a few of them with the raw copy following which I did the editing. The first one is the raw copy.

\\Fileserver\cr\Jan-17\Dinajpur Nonstop blockade.doc

## **Nonstop blockade**

### **Artificial parks of north losing business in peak season**

OUR CORRESPONDENT, Dinajpur: Saturday, 17 January 2015:

Artificial Parks, built in several northern districts for recreation incurring huge losses as it see no crowd during the peak season due to countrywide ongoing nonstop blockade programme of BNP started on January 5.

‘It’s a time for picnic or making annual recreation with family members, basically started end of December and first half of March is the peak season for picnic, but people avoiding such festival just for the political situation’, said Delwar Hossain of Swapnopuri, a park in Nawabganj upazila of Dinajpur.

Situation was similar last season, he said.

Similar situation for Ramsagar and Singra Forest, which also largest visited spot during picnic season, now running dry for political confrontations.

There are such many site in the northern district, of them 6 parks are popular for holidaymakers were Swapnopuri in Nawabganj upazila of Dinajpur, Annanda Nagar in Pirganj, Bhinnya Jagat in Gongachora upazila of Rangpur, Fun City in Pirganj of Thakurgaon and Shisu Uddyan of Joypurhat and City Park in Dinajpur Sadar upazila are most popular for traveling for picnic.

About 2.4 million people of different district every year visit the spots.

But in last two years the business gone down for political chaos, said Delwari Hossain an architect of Swapnopuri. Very small number of people visited the spots since the year began, while many cancelled their tours to avoid any hassle.

Many people also visit Tentulia Panchagarh as tourist spot, this year they avoiding or cancelled their tour for nonstop blockade programme.

‘This is second time we cancelled our picnic for bad politics in the country’ said Amzad Ali a resident of Barabandar of Dinajpur town.

Basically people start travelling these spots between October to end of February each year, but the sector have been incurred losses since end of 2012 over the chaos of Jamaat-Shibir and BNP men over the verdict issue of war crimes accused.

‘People fear of attack as they burning people to dead’, said Bazalar Rahman of Dinajpur City Park.

Ali Kabir Divisional Forest Officer of Dinajpur said number of travelers declined to national ecological park in Dinajpur Ramsangar and Singra Forest a national park in Birganj upazila of Dinajpur.

Its also causing revenue losses.

Besides, the shops have been running inside the spots also in trouble for absence of visitors. Their sales dropped though its peak season for selling their items. ‘We are have been running shops here depended on the visitors of the site, if there are no visitors for them there is no business for us’, Abul Hakim of Dinajpur City Park.

However, Delwar said the sector incur losses Taka 1.2crore each day for the nonstop blockade.

It’s a kind of potentially tourism sector in northern part of the country. Beside, tea gardens of Panchagarh, are also being considered as tea tourism spot. The peak season is winter and October to end of February or first half of March is best time to travel the park every year to enjoy its beauty.

The artificial parks developed with ecological balances for business from the nature.

**End**

Now here is the edited version that I did and it gets rechecked by a senior sub-editor later.

### **Recreation industry in the north suffers from countrywide blockade**

Star Business Desk

Recreation parks in the northern districts are suffering massive losses from the countrywide blockade that marked its 12th day yesterday.

“Usually the peak time for family picnics or annual recreation programmes lasts from the end of December to the first half of March. But people have been avoiding such activities from fear of political violence,” said Delwar Hossain, an architect of Swapnopuri, a park in Nawabganj upazila of Dinajpur.

The sector loses an estimated Tk 1.2 crore every day from the non-stop blockade, he said.

There are around six popular recreation parks in the northern districts, including Swapnopuri, Annanda Nagar, Bhinnya Jagat, Fun City, Shisu Uddyan and City Park.

Nearly 2.4 million people of the different districts travel to these parks every year, beginning as early as October, industry estimates show.

Tourist flow at Dinajpur’s Ramsangar, the country’s largest manmade lake, and Singra Forest, a national park in Birganj, has also ebbed, said Ali Kabir, divisional forest officer of Dinajpur.

The recreation industry has suffered largely in the past two years, as political violence hit revenues during what would be peak business season otherwise, Hossain said.

Very few people have visited the spots since the year began, and many others cancelled their tours to avoid hassle, he said.

Many of the parks with residential options have had cancelled bookings, cutting their revenue, industry insiders said.

“People are afraid as arsonists are burning people to death,” said Bazalar Rahman of Dinajpur City Park.

Also, the shops that serve tourists at the popular spots are also suffering from the lack of visitors. “We depend on the income from the visitors to the site, if there are no visitors, there is no business,” said Abul Hakim, a trader of Dinajpur City Park.

After getting these kinds of works, I realized the responsibilities of a sub-editor because if any mistakes ever found after publishing the news, then that assigned sub-editor will be liable for that. That is why; the editors need to be vigilant about their work and responsibilities.

## 8. A Personal Account

Working at *The Daily Star*'s Business page had been an immense experience. The Business department of thirteen people made me realize of the responsibilities and difficulties they went through every day while collecting the news. After working there for a very short time my respect and passion for journalism get into a new level. The experiences were so good that still I want to be in this sector of hard news rather than move into something else.

My attraction towards journalism grew over time as I have seen some of my closest family members serving successfully in this sector. I get to know the overall scenario of journalism from them and realize the need of English in this particular area. Being a foreign language English itself had created a keen interest in me which has taken me further to study on this subject. My dream came true at the day when I stepped into BRAC University as a student of Department of English and Humanities and found Media and Cultural Studies as one of the major areas. In spite of taking Literature or Linguistics as my major I took Media and Cultural Studies through which I could see the formation of my interest upon journalism.

To me, this was my dream knocking at my door. Taking this decision was not difficult for me as I got support from my parents. The first challenge came when the time was to target the organization where I could project my learning with the real world of journalism. For me, it was again a difficult decision to take. For an introvert like me, stepping out from academic world means to leave behind the comfort zone and getting into the world of real experience. The growing number of news firms over the decade not only came with more openings for writers like us, but also gave rise to competitive talented writers. Perhaps fear of not being able to stand out on that competitive environment made me confused for a while. The countless inspiration

from my teachers and the friends who have previously worked in this field finally helped me to get into the organization like *The Daily Star*.

Finally my internship as a news sub-editor at *The Daily Star* marked the beginning of my career. I felt very lucky to be a part of this renowned organization because of its grand reputation over the time. In an unexpected way, my internship began at the time of political unrest on January 14, 2015. The three months long internship ended in a very good way which made me think of the responsibilities and the pressure that always surrounds a journalist. Business journalism requires a vast knowledge over stock, business, different organizations, recently growing industries and existing companies and many more. Mounting a report also involves hard work and on spot reporting. For this reason, a good connection needs to build within the organization and journalists. This relationship never grows within a short time rather needs a long time and huge effort. Due to the lack of facilities and political issues in a developing country like Bangladesh, it is sometimes difficult to collect on spot report. To be brief, business reporters run around from one organization to another in immense heat, traffic and any unrest conditions. They normally have long working hours than the editors. They are the creator of news and so they need to follow certain rules of writing and also need to maintain the timeline given by the editor. Reporters have to cover all the stories they are assigned for no matter what the situation came. In spite of all the difficulties reporters complete their assignments and always submit them on time.

An investigation requires a lot of time and resources, which journalists and the media houses of Bangladesh do not have. There are certain ethics that need to be maintained by the journalists which is actually easy to follow. On the other hand, in a country flooded with corruption, crime and politics, maintaining the ethics of journalism seems very tough. Maintain

ethics in media is essential but some unpleasant surroundings give boundary to that. However, as reporters collect some of the news via phone, business department is becoming more like corporate office work.

In the Business department most of the members were highly experienced. After working there for three months I can gladly affirm that *The Daily Star* helped me develop personally, professionally and socially. I experienced a realistic job environment through the long working hours that starts from evening and goes till 10 pm. It was a very new arena for me to enjoy the adult job life that I had never before. The works of editors start when the rest of the world packs their baggage to return home. This exhausting schedule actually helped me maintain a strict routine in a new job sector. I gradually overcame my fear of social interaction as most of my colleagues were much senior to me with both age and experience. Though there was a huge gap, they helped me by giving their best to make me understand how the editors work under Business department. The organization also taught me to get an idea of how differently news can be presented. I dealt with PR section of Business department under the supervision of the editor Arun Devnath. Here all the works were based on press releases through which I mostly needed to write short stories and edit reports done by reporters.

One disappointment that I had while working in the Business section was the mention of 'Star Business Desk' in every desk news. All the experiences attracted me more into the job even after finishing the internship. Making of short stories from press releases were more challenging as it requires 170 to 250 words for which sometimes includes cutting or adding of information. A few days later I make myself accustomed with the writing pattern and the standard writing style of *The Daily Star*. I am now more confident about interacting with others and the whole idea of doing a job in an office. Besides writing, I have also understood the importance of editing which



is necessary for any form of writing. This work involves sincere dedication and proper concentration. All in all, my experience at *The Daily Star* taught me more than just editing news stories; it gave me a vivid view about the corporate world and prepared me to deal with that in future if the opportunity comes.

Nonetheless, media houses specially newspaper organizations mostly rely on advertisements for their funding. That is why, advertisement department get first priority through the first take on in newspapers. These advertisements occupied most of the spaces of newspaper and then if the news seem huge, needed to cut short to be fix on the page. As a result, articles and news lose details.

I think, after politics and city news, business is the mostly read news in Bangladesh. With the help of globalization, we are able to access in advance technologies, gadgets and many more those again get floor in *The Daily Star's* Business page.

## 9. Conclusion

What remain to be extremely unique about *The Daily Star*, are the people and the working environment. Even having courses along with my internship, I enjoyed every bit of internship and my work. I have learnt about the ethics, policies, writing pattern of different pages, their bonding with seniors, their way of interaction and overall presentation of the organization.

I have met a lot of new people and made new friends despite having the age gap. I have learnt how to work under pressure and how to incorporate all important news in the report after having the word limit. One of the facts is that, *The Daily Star* always shows people the light of truth and expresses the realities around the society. For which, reporters always stay aware of the fact that any occurrence might bring threat for their lives. End of everything getting good and solid news is the main agenda of this newspaper organization.

With the rise of globalization, the news industry has grown immeasurably through the mixture of every culture and its tradition. Here, the media works as strings attached to it. The rapid development in the mass media brought the entire world into a room that makes the general public largely dependent on it for the information regarding different fields. Now, the newspapers and news reporting are not same as it was used to be in the past; rather it went through massive changes and got renovated features over the past decades. This change creates a new loop for print media as well as broadcast media.

In journalism, professionalism is highly maintained through a friendly manner. *The Daily Star* maintains it as well. In spite of having dozens of works in hand the seniors made me learn every policies and methods of this premium newspaper organization. My overall experience at *The Daily Star's* Business department was really pleasant.

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