



MEDIA 101: **STORY CHECKLIST**

It's hard to remember all the elements you need to create a strong story, especially when you're working hard on a project. Below is a list of the key elements. Print it out, and keep it with you as an easy reminder of what you need to get.

- ☐ **1. Who, what, where, why, when and how.**
- ☐ **2. Full names. Ages.**
- ☐ **3. Quotes. At least two (2-3 sentences for each).**
- ☐ **4. A sense of place. Are you inside/outside?
How's the weather? What are people wearing.**
- ☐ **5. A couple of good photos.**



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1

**Who, what, where, why when and how.
Your story is the why and how.**

2

Full names. Ages.

3

Quotes. At least two (2-3 sentences for each)

4

**A sense of place. Are you inside/outside?
How's the weather? What are people wearing**

5

A couple of good photos