

# OKLAHOMA PRESS ASSOCIATION



## It takes just ONE week to Earn Your Press Pass

Starting a new journalism training course may feel daunting, especially with looming news deadlines. Don't stress though — OPA has your back!

Now available are general timelines to guide you in completing the 'Earn Your Press Pass' training program in one week or one month. These helpful guides break down the full training into bite-sized pieces to make the course easily manageable.

### EARN YOUR PRESS PASS IN ONE WEEK

DAY	TOPICS
<b>MONDAY</b> 1 HR 5 MIN 47 SEC	<b>INTRODUCTION</b>   3:37 <b>NEWSPAPER JARGON</b>   DOWNLOAD PDFS <b>INTERVIEWING</b>   1:02:10 <ul style="list-style-type: none"> <li>Who should I interview?</li> <li>Preparing for an interview</li> <li>Conducting an interview</li> <li>Interview follow-up</li> <li>Source problems and issues</li> <li>Let's practice - video + PDF download</li> </ul>
<b>TUESDAY</b> 1 HR 23 MIN 23 SEC	<b>TYPES OF STORIES</b>   1:23:23 <ul style="list-style-type: none"> <li>Newsworthiness</li> <li>News-writing basics</li> <li>Breaking and hard news stories</li> <li>Covering a meeting</li> <li>Working a press release</li> <li>Writing a feature story</li> <li>Covering sports - video + PDF download</li> <li>Opinion writing</li> </ul>
<b>WEDNESDAY</b> 1 HR 9 MIN 4 SEC	<b>WRITING TECHNIQUES</b>   1:03:54 <ul style="list-style-type: none"> <li>Writing on a deadline</li> <li>Fun with leads - video + PDF download</li> <li>Using quotes - video + PDF download</li> <li>Headline writing</li> <li>Cutline writing</li> <li>Opinion writing</li> </ul> <b>ASSOCIATED PRESS STYLE</b>   5:10 + DOWNLOAD PDFS
<b>THURSDAY</b> 1 HR 9 MIN 25 SEC	<b>EDITING</b>   17:09 <ul style="list-style-type: none"> <li>Tips for effective editing - video + PDF download</li> <li>Revising and rewriting</li> <li>Let's practice</li> </ul> <b>JOURNALIST RIGHTS &amp; ETHICS</b>   52:16 <ul style="list-style-type: none"> <li>Your right to know</li> <li>Avoiding libel</li> <li>Journalism ethics</li> <li>Contradictions of community journalism</li> </ul>
<b>FRIDAY</b> 1 HR 7 MIN 46 SEC	<b>PHOTOGRAPHY</b>   46:42 <ul style="list-style-type: none"> <li>Taking good photos</li> <li>Some "in the wild" photo examples</li> <li>Understanding manual camera settings - video + PDF download</li> <li>Editing photos - video + tutorials</li> <li>Dealing with submitted photos</li> </ul> <b>FINAL BITS OF ADVICE</b>   21:04 <ul style="list-style-type: none"> <li>Preparing files for layout</li> <li>Keeping yourself organized</li> <li>I have nothing to write about. HELP!</li> </ul>

### EARN YOUR PRESS PASS IN ONE MONTH

<b>DAY 1</b> 13:37	<b>INTRODUCTION</b> <b>NEWSPAPER JARGON</b> <b>INTERVIEWING</b> • Who should I interview?	<b>DAY 11</b> 20:06	<b>WRITING TECHNIQUES</b> • Cutline writing • Think outside the pyramid
<b>DAY 2</b> 19:03	<b>INTERVIEWING</b> • Preparing for an interview • Conducting an interview	<b>DAY 12</b> 10:49	<b>ASSOCIATED PRESS STYLE</b> • A brief explanation • Effective editing
<b>DAY 3</b> 20:50	<b>INTERVIEWING</b> • Interview follow-up • Source problems & issues	<b>DAY 13</b> 11:30	<b>EDITING</b> • Revising & rewriting • Let's practice
<b>DAY 4</b> 12:24	<b>INTERVIEWING</b> • Let's practice	<b>DAY 14</b> 19:43	<b>JOURNALIST RIGHTS &amp; ETHICS</b> • Your right to know
<b>DAY 5</b> 20:47	<b>TYPES OF STORIES</b> • Newsworthiness • News-writing basics	<b>DAY 15</b> 16:07	<b>JOURNALIST RIGHTS &amp; ETHICS</b> • Avoiding libel
<b>DAY 6</b> 23:10	<b>TYPES OF STORIES</b> • Breaking & hard news • Covering a meeting	<b>DAY 16</b> 16:26	<b>JOURNALIST RIGHTS &amp; ETHICS</b> • Journalism ethics • Community journalism contradictions
<b>DAY 7</b> 20:50	<b>TYPES OF STORIES</b> • Working a press release • Writing a feature story	<b>DAY 17</b> 23:22	<b>PHOTOGRAPHY</b> • Taking good photos • "In the wild" photo examples
<b>DAY 8</b> 18:36	<b>TYPES OF STORIES</b> • Covering sports • Opinion writing	<b>DAY 18</b> 19:10	<b>PHOTOGRAPHY</b> • Manual camera settings • Editing photos
<b>DAY 9</b> 13:58	<b>WRITING TECHNIQUES</b> • Writing on deadline • Fun with leads	<b>DAY 19</b> 10:41	<b>PHOTOGRAPHY</b> • Submitted photos <b>FINAL BITS OF ADVICE</b> • Keeping yourself organized
<b>DAY 10</b> 29:50	<b>WRITING TECHNIQUES</b> • Using quotes • Headline writing	<b>DAY 20</b> 14:33	<b>FINAL BITS OF ADVICE</b> • Prep files for layout • Nothing to write about. Help!

[DOWNLOAD ONE WEEK TIMELINE](#)

[DOWNLOAD ONE MONTH TIMELINE](#)

## Shout out to our completed users!

**Angela Bruner**, *All About Hennessey*

**Ashley Gardner**, *Cimarron News*

**Becca Martin**, *Marietta Monitor*

**Crystal Burnezky-Robertson**,  
*The Madill Record*

**Elisha Rangel**, *Clinton Daily News*

**Emmet Jamieson**,  
*Claremore Daily Progress*

**Jentezen Smith**, *The Lincoln County News*

**Jolee Waitman**, *Johnston County Sentinel*

**Jonathan Jackson**, *Midwest City Beacon*

**Kierra Hendricks**,  
*Johnston County Sentinel*

**Kristen Ripley**, *The Lawton Constitution*

**Kyra Huckabay**, *Weatherford Daily News*

**Luwana Cowell**, *Okmulgee Times*

**Rachel Benbrook**, *Woodward News*

**Trey Dallas**, *Guthrie News Leader*

A variety of practical course topics are offered. Each video is around 10 minutes in length; and the full course is approximately six hours. Some PDF materials are also available with certain courses so you can print or save them for easy reference.

#### COURSE TOPICS INCLUDE:

- Download Full List
- Interviewing (6 videos)
- Types of stories (8 videos)
- Writing techniques (6 videos)
- Editing (3 videos)
- Journalist rights and ethics (4 videos)
- Photography (3 videos)
- Newspaper terms and
- AP Style common rules (cheatsheets)

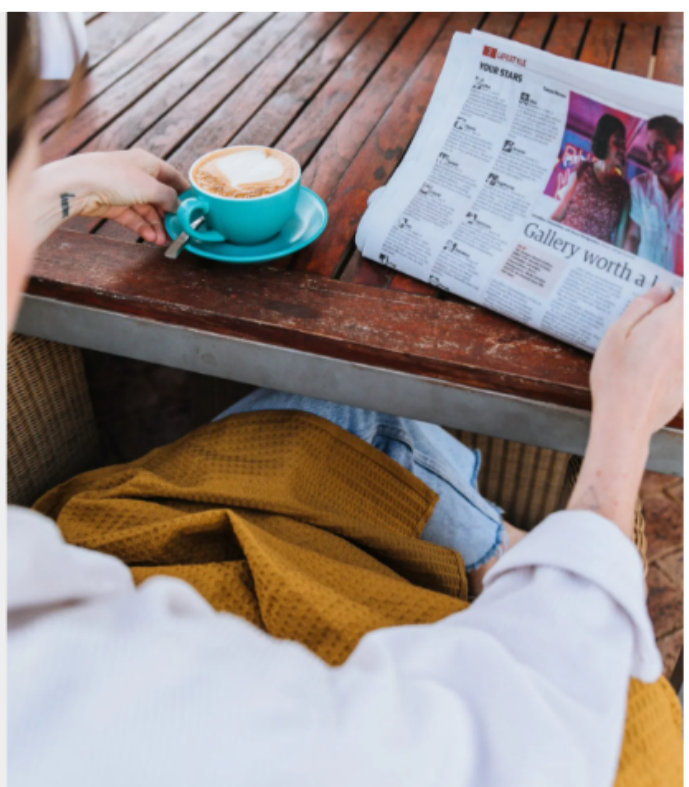
"Earn Your Press Pass" was developed by Kansas Publishing Ventures in 2022. Owners Joey and Lindsey Young own three weekly newspapers and a few marketing businesses in southeast Kansas. Lindsey, a former journalism teacher, expertly teaches the basics in the course videos.

Online Self-Guided Lessons

## Learn the ropes. Become a journalist.

Press Pass is designed to take a layperson to a functional community reporter without the time and expense of university classes. We're not a substitute for higher learning, but we are another option for an ever-changing atmosphere in newspaper journalism.

[Browse Course Info](#)



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Oklahoma Press · 3601 N. Lincoln Blvd. · Oklahoma City, OK 73105 · USA