Copy stories: short reports that tell the main (or new, available) details of a story

Slug: Bridge Replacement

All broadcast stories need a “slug” or title in the header of the script. This will help the producer, host and technical team with script and clip organization.

Two lanes are sometimes better than one -- at least for a bridge in Queens County. The one hundred year old structure is one of two single lane bridges in the area. While it is secure, transportation minister Morris Smith is concerned about the bridge’s future. He said that traffic has increased over the years, and two lanes will improve safety. Construction is set to begin in two thousand and fourteen (2014).

In broadcast it is good practice to write out a pronunciation reference in brackets for troublesome words. All numbers, no matter how small or large should be written out as well. This is done so that the person reading the script doesn’t mispronounce something.