PressGazette FIGHTING FOR JOURNALISM

HOW TO BE A JOURNALIST 2017/18



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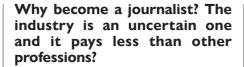
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Journalism: An exciting the world, interested in people

Sky Sports News executive editor Andy Cairns studied with the NCTJ before beginning his career on local newspapers in Surrey and South London. Today he oversees a team of 150 journalists for the 24-hour news channel and its website. He is a director and trustee of the NCTI. He answers Press Gazette's questions:



"It's such an exciting job. If you're curious about the world, interested in people, thrive working under pressure, then journalism is fun and fulfilling.

"You cover the most exciting events of the day, have the chance to ask questions to interesting people and find out things some people don't want anyone else to know!

"News journalists have the daily

adrenaline rush of turning stories around quickly, those with longer deadlines have the satisfaction of digging deep into a subject, specialist journalists often get the chance to do both. And there's no buzz that can beat breaking a massive story that has everyone talking."

Why bother training on an NCTI course, don't lots of journalists 'stumble in' to the job without formal training?

> "An NCTJ course will give you the training, skills and knowledge to set you up for a

career as a journalist. It certainly gives you the edge over those without a qualification when looking for that first job. NCTJ accredited courses have to meet demanding national standards. And employers work with the NCTJ to make sure that what's being taught in the training centres is relevant."

OK, so if you're going to go on an NCTI course - any thoughts on the best path to take (apprenticeship, undergrad, post-grad)?

"Have a look at the different courses on offer and find what suits you. Some people benefit from a three-year degree but there are some excellent postgraduate courses as well.

"For those whose circumstances mean a one or three-year course isn't practical I'd recommend looking at the fast-track or part-time courses on offer. These are intense but then again so is journalism.

"And increasingly employers like Sky are now offering apprenticeships, taking applicants from scratch and helping them through their studies alongside their on the job training. Most traditional employers want journalists with 100 words per minute shorthand. Whichever course you choose aim to qualify with the NCTJ Gold Standard to really improve your chances of a job."

What's your advice on how to get a place on a good course?

"Make sure your application has no spelling mistakes. Show that you're passionate about journalism. Some courses hold

> interviews, others have entrance tests, so be up to date with news stories and key people in the news. It helps if you've written for school and college magazines and websites, written match reports or reviews or contributed to local news websites. And if you've done work experience show how that supports your application. It may not have been in journalism but it may have given you a story idea.

job if you are curious about and thrive under pressure

How can students make the most of their training?

"Ask questions – especially if there's anything you don't understand. It's good practice for when you start work as a journalist as well! And push for your training centre to organise frequent and regular accompanied visits to court, inquests, parliament, council meetings, sports events, company annual general meetings.

"It's really important you understand the processes and etiquette around these before you start work for real."

What can they do now to set them on their way?

"Read newspapers, news websites, watch and listen to news on TV and radio. Understand the common themes and the differences between news organisations. Practise writing news stories. And start building your network of contacts. You never know when they will have information that can help on a story. And you could always start learning shorthand!"

After they've got a qualification, what's your advice on finding a job in journalism?

"Find the sector you think suits your skills, research those who may be recruiting. Some employers advertise and Press Gazette often has details of opportunities. But also write directly to editors. Be dogged, persistent and

"It's a competitive industry and you may receive a load of rejections before landing a job. Make sure your application stands out from the rest and explain why you want to work for the organisation you've applied to.

"If you land an interview make sure you are fully prepared, know what stories that organisation has covered and how they've covered them. Have a couple of questions ready for the end of the interview."

What do you think makes a good journalist?

"Curiosity, an ability to listen and an ability to ask questions that draw out answers that offer

"You'll also need to be resilient, determined and prepared to work long hours when required. "When it comes to writing - be it for print, digital or spoken word – be precise.

"Be accurate around what you report, be exact and economical with the words you use."

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Tips from the pros: Be and ask yourself: 'Why



■ BBC political editor Laura Kuenssberg studied history at Edinburgh University before taking a journalism course in the US.

Kuenssberg began her career in local radio and cable television in Glasgow before joining BBC

In her current job she earns more than £200,000 a year - proving that for those who reach the top of the tree journalism can still provide an excellent living.

Kuenssberg says she has the "best job in political journalism" and she says her role is

"Mine is the job of translating what's happening in Westminster to people up and down the country, which I think is the most important job we have as journalists.

"It's about checking up on what politicians are doing on behalf of the people who voted them in."

She added: "At a time when the questions are bigger, our responsibilities are bigger, and we take it very seriously.

"But also as hacks we love stories that are crashing all around you rather than taking a long time to develop and eventually emerge.

"It helps if you're interested and have an open mind and you genuinely go and ask people questions wanting to know what they say rather than asking them to confirm what you already

Kuenssberg is the first female political editor of the BBC since the role was created in 1970, taking over from Nick Robinson.

Asked what her advice would be for young women journalists, she said: "I would say exactly the same thing that I would say to young male journalists, which is be really nice and work really hard. And have the courage to say what you think and then see

"People sometimes ask me: 'How do you do what you do?'. And I just think you work really hard and you are really nice and then people will want to tell you things.

On the BBC she said: "I was a BBC trainee so if you cut me in half I'd have the whole thing through me like a stick of rock. I would die in a ditch for the impartiality of the BBC. And if you go to any country around the world they would say that we were lucky to have it."



■ BBC controller of daily news programmes Gavin Allen oversees programmes include Radio 4's Today and the News at Ten.

Allen studied for his NCTJ qualification in Norwich in 1991 when he joined the Eastern Daily Press as a trainee reporter.

Recalling his time there, he said: "Classes, pubs, laughs and mildly bumbling incompetence, it felt like a continuation of college life...

"Teeline shorthand was like learning a foreign language and I remember thinking 100 words per minute was an impossible task.

"The public affairs training finally began to make sense of what up until then had been an alien news tangle of local authorities and who

"The media law section was a do and don't list of trying to avoid contempt, libel and plain iournalistic idiocy.

"And of course I remember failing the test the first time round because I over-egged the written intro to make it more 'grabby' and ended up grossly misleading any would-be readers. Valuable lessons learned."

really nice, work hard would my mum care?'

Asked whether he still uses his NCTJ training he said: :"Absolutely, every day. There are legal and editorial challenges and judgments factored in across every programme with almost every story, and Teeline is vital in taking down swift notes in telephone or face to face interviews.

"Above all the course taught me the merits of absolute precision in note-taking, scripting and how to shape and tell a news piece. Don't flam it up: just tell the story.

"Keep your opinions to yourself, don't assume knowledge or write in a self-indulgent selfreflectively clever way and keep to the facts, but always with the question 'why would my mum care about this?' at the forefront of your mind.

"If there's no reason to care, nothing inherently interesting or grabby about it then noone will read beyond the first par, regardless of how beautifully crafted it may be.

"We had a mythical woman called Nora in the garden. The test was whether her equally mythical husband would call her indoors to read your piece/watch your item.

"Come in Nora! They've got the Iranian deputy foreign minister on the radio..." There are an awful lot of times when Nora carries on gardening...

"In truth the other most important skill is be interested, be curious and be positive. A jaded and cynical person makes for a pretty useless journalist. It's about a relentless desire to ask those Orwellian questions of why, how, what etc.

Asked for his advice for aspiring journalists, he said: "Never fall into groupthink and always ask the seemingly obvious question that you assume everyone else knows the answer to. They don't, but like you are too afraid to ask it for fear of looking dumb.

"Don't try to copy anyone.

"Work out what style works for you and

"And get a job: unpaid or otherwise, target your dream workplace and just dive in and do.

"No-one refuses free labour and once through the door you'll recoup that freebie countless times over through invaluable experience.

"If you're half decent they'll find a way to keep you and pay you soon enough.

"And of course have fun!

"It's a great job and you get to have access to absolutely anyone and everything. What's not to like about that?"



■ British Journalism Awards new journalist of the year Louise Callaghan joined The Sunday Times as an intern in 2013 and landed a job as a foreign desk assistant. She managed to persuade the paper to send her to Turkey and was interviewing a diplomat in Istanbul when last year's coup began.

Louise said: "I looked down at my phone and realised there was a coup going on.

"I was about half a mile from Taksim Square so I ran up there and by the time I got there were soldiers running around not really knowing what they were doing."

66 Go to where nobody else is and write about it ??

Callaghan has also covered Iraq for the paper where she was fired on by ISIS fighters whilst covering the siege of Mosul.

Talking about her job, she said: "I'm just trying to let people know what's happening on

"It's great that The Sunday Times still think it's

worthwhile to send reporters even though it might be expensive or not very pleasant.

"They haven't got caught up in this whole thing of writing everything up from the desk and relying on checking Twitter and copying what you see

She also reported from Serbia on the plight of refugees suffering sub-zero temperatures in Belgrade whilst trying to make their way into

She said: I think it's very important to try and give people human stories so that they can see what's actually happening. They are people just like you and me, and they're not this faceless mass that are just coming to take all our jobs."

Her advice to an aspiring foreign

"Go to where nobody else is and write about it. People like Anthony Loyd have made an incredible career of just rocking up where something is happening and writing about it."

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Advice from Journalism Diversity Fund recipients:

Shorthand is invaluable... get work experience

The UK news industry recognises that it needs to better represent the communities it represents

The Journalism Diversity Fund has handed out more than 200 training grants over the last 12 years to help those from ethnically and socially diverse backgrounds train to become journalists

It was launched 12 years ago with support across the journalism industry to address concerns that publications were not reflecting the communities they were trying to represent. Here three Journalism Diversity Fund recipients share their experiences.

www.journalismdiversityfund.com



Become a journalist with our help



Khaleda Rahman How did the Journalism Diversity Fund help you?

"The Journalism Diversity Fund gave me the financial support I needed to cover the cost of my fast-track journalism course at News Associates in London. Without it, I would have struggled to pay for my course on top of the cost of living in London."

How are you enjoying your job – what are the good points/bad points?

"After getting my NCTJ, I did a couple of internships, one thanks to Creative Access and

one as the JDF's intern - before landing a job on a local newspaper. I really enjoyed working there, but left because I got a spot on the Mail Online Graduate Trainee Scheme.

"Three years on, I am still with Mail Online and after working in the London office, I've been able to spend more than a year in the New York office on secondment, which included incredible journalistic opportunities for me including covering the 2016 presidential election.

"I am currently on another secondment in Australia, where I work as a reporter and occasionally as a news editor, and loving it. While there are hurdles to overcome when it comes to getting to grips with working abroad and foreign news, it's honestly a dream come true."

Has your NCTJ training come in handy? "Absolutely. I use the skills I learned during my NCTJ training every single day.

"I still take notes using shorthand, practise the interview skills I was taught regularly. Media law is also incredibly useful when it comes to writing court or legally sensitive stories."

What advice would you give to a sixth former considering a career in journalism?

"Get work experience at a local paper, write for their student newspaper or magazine or start a blog. Get in touch with working journalists or follow them on social media to get a sense of what the job is like.

"The best thing about the NCTJ is that it provides hands-on training and experience of what it's like working in a newsroom, so gaining some experience before pursuing a career in journalism can be a huge advantage.".



Bex Bastable How did the Journalism Diversity Fund help you?

"I wouldn't have been able to afford to study the NCTJ without the bursary for the NCTJ - or I at least would have had to put off my plans for some time to save the money to do so.

"I think it's important that people from all backgrounds have a chance to get into journalism, so the newsrooms reflect the society we live in. We still have some way to go in that respect."

Would you have got into journalism

"It would have been difficult to find the funds to study my NCTJ without the Journalism Diversity Fund - and the NCTJ is essential if you want to work in newspapers. But I'd like to think I would have always found a way."

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How are you enjoying your current job as content editor at the Brighton and **Hove Independent?**

"Every day in journalism is different. You get to cover court, interview 100-year-olds and hear their amazing life stories, carry out the important role of holding authorities to account, and try out new things for features.

"You become a real part of the community you serve and get to speak with so many interesting people. The downsides would probably be the hours - news doesn't stop at 5.30pm, and when big stories break in your area, you have to be prepared to drop everything to cover them'

Has your NCTJ training come in handy?

"Yes. If you're going to work in journalism knowledge of media law and public affairs is essential. To cover court and council meetings you need 100 words per minute shorthand. The training does prepare you for the job, and you will find it hard to get hired without an NCTJ.

What advice would you give to a sixth former considering a career in journalism?

"Write as much as you can. Start up a blog, write for publications in print and online, get local work experience, and keep up to date with public affairs.'



Emilia Bona How did the Journalism Diversity Fund help you?

"Without the Journalism Diversity Fund I would not have been able to afford my NCTJ or the costs of studying full-time without employment

"It enabled me to take on a full-time shortcourse with the NCTJ, which qualified me for my job in a matter of months.

"Without the JDF I would have had to undertake a part-time course, which would have taken longer and been far harder to fully commit to whilst balancing a full-time job.

"The JDF meant I could focus on my studies and really get the most out of the course and my placement."

How are you enjoying your job working as a reporter for the Liverpool Echo?

"I love my job. I look forward to coming in to work every day and I never know what fresh challenges or opportunities I'll be walking in to.

"I've learnt so many new skills, gotten to do things that would never have been possible for me before and reported on live breaking news events that became national news.

"Being first to a story, finding content that will resonate with our audience and helping to set the regional and national news agenda are all good points.

"Bad points would involve the response you sometimes get from readers or members of the public in your line of work. You just need a thick skin to deal with this.'

Has your NCTJ training come in handy? "Shorthand has been absolutely invaluable in

my work. I use it every single day and would not be able to do my job without it.

"My grounding in media law has also proven incredibly useful in my court reporting."

What advice would you give to a sixth former considering a career in journalism?

"Learn shorthand. If your course doesn't put an emphasis on it then you need to motivate yourself to get 100 word per minute regardless.

"Learn to drive - it's incredibly useful if you want to be a news reporter and employers will ask.

"Do as much work experience as you possibly can.

"Get placements anywhere and everywhere turn up with stories and ideas.

"Once you've finished a placement, ask if you can go back again and have another week

"Getting experience under your belt and getting your name out there is so important when you're starting out."









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Technology has thrown journalism into flux but it has also created new opportunities

Financial Times head of digital delivery Robin Kwong on his start in journalism and how the industry is changing.

I was about five weeks into my journalism career - my first job - when I was told to go see our staff photographer: "Get a nice portrait taken. We're putting you in the paper."

Our gossip columnist was going on maternity leave, and since I happened to be the graduate trainee assigned to her column at the time, I was being promoted to Acting CitySeen Columnist for the South China Morning Post in Hong Kong. My face was to be printed on the first inside page of a newspaper that went out to more than a hundred thousand people every day.

I was not ready. I didn't study journalism in university and I had no intention of being an entertainment reporter, let alone a gossip columnist. Other people thought it was a rare privilege to be given a quarter-page in a major metropolitan newspaper at the age of 21: I questioned the life choices I made that positioned me to, most likely, fail in a very public way before I had even begun.

That was 13 years ago. Since then, I have been a political reporter at the South China Morning Post, Taiwan correspondent for the Financial Times and technology editor for the FT. I joined the FT's interactive news team in 2014 so I could learn how to code and how to do data journalism. From there, I proposed a new role for myself, as Special Project Editor, to introduce a more collaborative. multi-disciplinary way of doing journalism. I am now Head of Digital Delivery in charge of experiments in digital storytelling and bridging the gap between the newsroom and other parts of the FT.

I mention all this to show that there are many different ways to be a journalist, that it's ok to try new paths, and that you will rarely fail in the specifically cataclysmic way you imagine in your head.

These are important lessons because the industry is still in flux as it adapts to new technology. There are fewer newsroom jobs available. Newsgathering is expanding to include data analysis, computer-assisted



reporting, and drone videography. Even more upheaval has come in the ways we present and distribute the news, from newsletters and social videos to podcasts and virtual reality.

This is an exciting time to be in journalism. The same technological forces that are upending traditional publishing business models are also giving us the tools to be ambitious and try new ways of doing journalism. We are all still trying to find our balance – between civic duty and commercial viability; between journalism as creative expression and journalism as a service that helps people by giving them what they want

For the aspiring journalist, the bad news is that there is no longer one well-defined set of skills you can learn to guarantee a career in journalism. The good news is that you can

do well – and do good – in journalism even if you come from a different background or have other skills, such as statistical analysis, illustration, or project management.

At the end of the day, the fundamentals of what is needed to be a journalist remains the same now as when I first started: The curiosity to ask questions and be interested in the world, the creativity to find a good way to tell the story, and the integrity to ensure that it is done in the service of truth rather than personal gain.

I started learning all three when I was Acting CitySeen Columnist, and I've not stopped learning them since. Fortunately. these are useful lessons not only for being a good journalist, but also for making sense of a rapidly changing world, even if it means inventing a new job for yourself.

PA Training: 150 years of news heritage

Trainees joining NCTJ accredited journalism courses at the Press Association in 2018 will be doing so in the 150th anniversary year of the UK's best known and most respected provider of multimedia content.

Those attending courses provided by PA Training have discovered over many years the combination of NCTJ accreditation and PA's reputation in the news industry has opened doors for them, providing a great foundation for their future careers.

The NCTJ accredits Full-Time and Part-Time journalism diploma programmes delivered at PA.

The Full-Time, fast-track course runs over 17 weeks offering news and sport options. The course runs in January and in August. From Week 5 those on the news pathway go on a newsroom placement while those



studying sport have additional training and weekend match reporting opportunities.

On the Part-Time course, delivered on Tuesday evenings and all day on Saturdays, trainees study over 38 weeks starting in mid-September. News and sport options are also available. This route allows trainees to work while they study.

Whichever route trainees opt for, the NCT Level 3 Diploma in Journalism is awarded to all those passing the course.

Trainees will learn the core skills needed to be a digital journalist with expert tuition and constant copy-coaching. They'll also study Media Law, Court Reporting, Public

Administration and Production.

And there's Teeline shorthand tuition provided almost every day of the course with the aim of getting trainees to the sought-after 100 words per minute threshold.

Training takes place at PA headquarters at Victoria in London and is co-sited with the Press Association newsroom. This means regular contributions from senior PA journalists and occasional opportunities for work experience, for example on the social

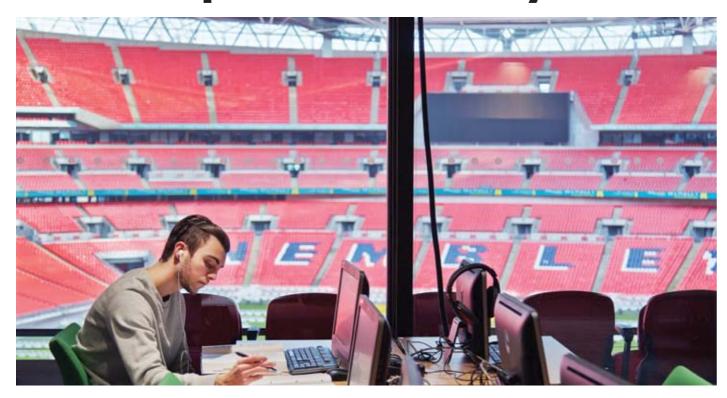
So, with 150 years of heritage underpinning the training delivered at PA trainees really do stand out from the crowd.



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sponsored feature journalism training **2017/18**

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The media landscape has changed almost beyond recognition in recent years following a digital revolution. In that time, sports journalism has also developed to become the fastest growing sector in UK media.

Traditional print and broadcast sports journalism, while still powerful communications platforms, are being forced to adapt and change in order to survive in a new and rapidly-developing media environment. Journalists of all disciplines are now expected to develop a range of digital and social media skills which enable them to tell a story across a number of platforms in order to reach a wider global audience.

At UCFB, a world-first in sports education, we offer unique media degree programmes designed to equip students with a range of sports journalism, broadcast media and business skills to maximise their employability upon graduation and to thrive in the rewarding sports media industry.

Studying at our inspirational campuses in London and Manchester, which have the state-of-the-art Wembley and Etihad Stadium at their heart, students are taught by best-in-class academics and have the opportunity to apply for amazing work experience placements in the UK and abroad. Previous students have worked with the media team at the UEFA Champions League final and England international games at Wembley.

On top of this, UCFB's Executive Guest Speaker Series allows students the weekly opportunity to hear from industry professionals, ask them questions and gain key contacts for their future careers. Speakers in recent months have included BBC presenter Gabby Logan, the Daily Mail's chief sports reporter Matt Lawton and former FA communications director Adrian Bevington.

BA (Hons) Multimedia Journalism and BA (Hons) Football Business & Media are available to study at UCFB Wembley and UCFB Etihad Campus, and BA (Hons) Sports Business & Sports Broadcasting is available to study at UCFB Wembley.

To find out more, please visit: **ucfb.com/gazette**







Meet the journalism apprentices

In recent years apprenticeships have emerged as a new way of getting into journalism

These opportunities are only going to increase now that the apprenticeship training levy is in force (as of April 2017). This requires all employers with a wage bill of more than £3m a year to pay 0.5 per cent of their annual pay bill training apprentices. Currently there are around 80 apprentice journalists who combine training at an NCTJ-approved college with paid work for a news organisation. Apprenticeships have the advantage of providing free training, on the job experience and a modest salary. They are advertised by individual employers and on the website: www.findapprenticeship.service.gov.uk/apprenticeshipsearch



John Patrick Asher 26,

from Hitchin in Hertfordshire

"I got into journalism in September 2015 after coming back from some years living abroad and seeing an ad in my local paper, the Comet, advertising the two-year apprenticeship scheme. After a period as a floating reporter working across the patch I was made lead reporter for the towns of Letchworth and Baldock in May 2016.

"I cover all sorts of things, from community events to court cases and even sometimes international stories. I have written world exclusive stories, for example last year about the British offshoot of Panama papers firm Mossack Fonseca. It is hard work at up to 14 hours a day, but very satisfying and I work with some great people.

"Working as a journalist is not highly-paid and it is very hard work – especially if you want to do it well – so you have to have a real passion for it.

"It may sound obvious, but it's amazing the number of journalists I have come across who have trouble with basic grammar and spelling, so make a real effort to iron this out early. "Get in touch with your local paper and ask for a few days' work experience, and the spell in the newsroom will help you figure out whether journalism is really for you. If it is, start working towards your 100-word-perminute shorthand and NCTJ diploma – or if you can, get yourself onto an apprenticeship that will allow you to do so alongside full-time work

"The key is to not be shy – just be inquisitive, sociable and trustworthy and before too long you'll set up a good set of contacts, and people from the community you cover will be coming to you with the stories."

Rachel Coburn 24,

from Glasgow

"I got on to a journalism apprenticeship course at the BBC in 2015 after deciding that university wasn't for me.

"It was actually the second time I'd applied for a BBC apprenticeship; the first time around I wasn't even shortlisted for an interview, and I was totally devastated. For the next year I focused on gaining some experience - I volunteered for a magazine and kept a monthly blog. When I applied again in 2015, I was armed with the experience to get in and got the job. It has totally and completely changed my life.

"During the apprenticeship I worked across online, radio and TV news. I was trained on the job and also completed classroom-based learning towards an NCTJ diploma. After perhaps a year on the job I found myself gravitating towards video production, and spent the final months of my apprenticeship learning how to edit and applying for video journalist jobs. I'm lucky enough now to have a contract with BBC Stories, doing what I love.



"Two years ago I worked in a call centre and now I can say I've been on telly.

"If I can do it, you can too.

"Just be ready to prove that you're passionate and willing to learn.

"This is an especially exciting time to be a journalist and the industry needs a range of voices to properly represent all parts of society.

"Maybe one of them could be yours."

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Josie Hannett 21,

from Tenterden in Kent

"I started as an editorial apprentice at the Kent Messenger Group in September 2014.

"I went straight from sixth into the newsroom at 18 years old, where I gained experience firstly in print at my local KM paper, then online, radio and my final stint was TV.

"The apprenticeship gave me on the job experience which I feel was invaluable, alongside getting my NCTJ qualification at college. The work/training balance was great and gave me a chance to put the theory I learned at college, like shorthand and media law into practice in the work place.

"At 21, I'm the producer of Kent Tonight, an hour-long news programme every evening, and a video journalist appearing on-screen. The apprenticeship scheme has accelerated my career hugely and I couldn't be more grateful.

"I've also just won Kent Young Journalist of the Year 2017 and was highly commended for Kent Broadcast Journalist of the Year 2017 which I would never be able to claim now if I'd just graduated from uni.

"I would say to anyone considering a career in journalism to look out for apprenticeships. Local organisations as well as a good handful of nationals are joining the scheme so they are taking on apprentices.

"Go for it. I finished my apprenticeship with no debt and ahead of all university graduates of my age.

"If you're a bit nosey, like to get the gossip and enjoy speaking to people then this is the job for you."



Mollie Goodfellow 24,

from Essex

"I left sixth form not wanting to go to university and spent a few years working in social media and PR and doing my own fashion blogging and knew that I wanted to move in to the direction of journalism.

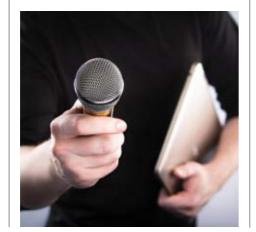
"I had begrudgingly applied for a university place to study and help move me into the field, but when the apprenticeship came up I binned that off and started working at the Independent and Evening Standard.

"I spent four days a week at work and one day a week at college with other apprentices working across the industry.

"I was treated like a proper journalist as part of the team, pitching and writing stories and helping other journalists with their stories.

"The apprenticeship was two years long and afterwards I was offered a job at the Independent website.

"I've now moved on to work at Sky News, on their political news desk – something I don't think I could've got without my apprenticeship."



GLOSSARY

To pass yourself off as a proper journalist you will need to know the jargon of the trade.

Here is a guide to some journalism lingo:

Broadsheet A large format newspaper (such as The Daily Telegraph). But can also include other up-market tabloid-size titles, such as The Times.

Byline Your name at the top of a story.

Caption Explanatory words next to a photo.

Chapel Name for the National Union of Journalists group at a publication.

Death knock Macabre term for calling at the home of the relative of a deceased person.

Editors' Code

A list of ethical rules which cover members of IPSO (see below).

IPSO The Independent Press Standards Organisation. Self regulation body covering most newspapers and magazines.

Leader The editorial column of a newspaper.

Libel A story which harms someone's reputation. If it is untrue it could cost your publication a lot of money.

Masthead The newspaper's name as it appears on it front page.

Off the record

A conversation where your source does not want to be named. They may still let you quote them as an anonymous source or let you use the information, without quoting or attribution (on background).

Off diary Stories which journalists find themselves, rather than news events which are known about in advance — so are in the diary.

Sub editor A journalist whose job is check the work of others, lay it out on a page and write headlines.



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Apprenticeships providing fast-track to the nationals

investing in tomorrow's reporters

News





Q: How do I get a job on a national newspaper? A: There's a new way in

It used to be pretty straightforward: find work as a junior reporter on a local paper or news agency then after a couple of years learning the craft persuade a Fleet Street news editor or chief sub to give you some casual shifts.

If you were blessed with a bit of talent and a lot of luck, a few shifts might turn into regular casual work.

Then if the journalism gods were shining on you, your next move might be to become a regular fixture working late-night graveyard

And if that went well, when the next job came up you were in with a chance of landing the golden ticket.

Now a new avenue has opened for a route onto the nationals

That is where News UK's News Academy initiative, set up to help and inspire the next generation of journalists, steps in.

The News Academy now has apprenticeship schemes and internship programmes running across The Sun, The Times and The Sunday Times with nine apprentices currently learning

During their training, which will last between 18 and 24 months, they are paid and, if all goes well, they have a chance to secure a treasured staff job on a national title.

News UK has partnered with News Associates, one of Britain's leading journalism schools, to provide an intensive 22-week training course learning the practical skills needed to be a journalist

These include writing shorthand at 100 words per minute, news reporting, media law, public affairs, journalism ethics, production and video journalism.

Unlike some degrees in journalism or media studies which often fail to provide students with skills they need to be working journalists, the News Associates' course only covers specific skills required to work in a newsroom.

The first three Sun apprentices taken on at the start of 2017 have completed their initial training and are now working full-time in the paper's newsroom at London Bridge.

The second intake of Sun apprentices Danny De Vaal, Thea Jacobs, Jessica Lester, Bonnie McLaren and Danielle O'Brien are all nongraduates and have joined Shingi Mararike who is being sponsored by The Sunday Times.

These latest apprentices started in September 2017, spending Mondays to Thursdays at News Associates' offices in Wimbledon.

On Fridays and occasionally at weekends, they work in their newsrooms gaining experience at The Sun or The Sunday Times.

Bonnie said: "I'm so delighted to be on The Sun's apprentice scheme and to learn on the job

"It's always been my dream to be a showbiz reporter, so I can't believe I'll be working on Bizarre. It's been really surreal, but all the staff have been so friendly and helpful."

Shingi said: "A job at my favourite newspaper alongside a training programme at News Associates is an amazing opportunity. I'm looking forward to developing essential skills I can take with me into the newsroom for years

At the end of the 22-week training, the apprentices will sit the Diploma in Journalism, run by the industry's training body, the National Council for the Training of Journalists.

They will then finish their apprenticeships working in the newsroom putting into practice everything they've learned.

News UK's News Academy works with 18 to 25 year olds who are passionate about journalism.

It offers a mix of masterclasses and training, career advice and support, plus work experience, internships and for the best, paid work at The Sun, The Times and The Sunday Times.

More information is available from:

academy.news.co.uk

Advice from Daily Echo editor Andy Martin:

'Believe in yourself and try to make a difference'



Bournemouth Daily Echo editor **Andy Martin** is also chairman of the NCTI's journalism qualifications board. Here he answers Press Gazette's questions:

How important is an NCTI qualification when you are hiring staff?

"It's hugely important. The NCTJ remains the gold standard for our profession. Yes, it's one if the first two things I look for - along with personality."

What are the most important skills that people learn on an NCTJ course?

"A deep understanding of how things work, knowledge across so many areas of public life and the confidence to go out into the world and

"Call me old fashioned, but yes. To be able to cover things like council, courts and inquests is vital. And a permanent record."

Would you still recommend a career in the local press? Many local newspapers have closed in recent years.

"I would. Even if the job is not forever, the

local media/newsroom remains a brilliant place to learn about all sorts of things and develop a multitude of very transferable skills in this competitive and challenging digital age."

What's the best thing about working in local newspapers?

"Holding power to account, making trouble, doing good things and giving people a voice. And working with dedicated and hard working journalists who are totally committed to their

And the toughest?

"Doing the above with fewer resources, knowing you can't do everything you used to and that more people, especially in the public sector, are getting way with stuff."

If you could go back in time, what careers advice would you give to your 18-year-old self?

"Believe in what you do and try to make difference."



Dominic Ponsford is the editor of journalism news website Press Gazette

The best of times...

And the worst of times...

The digital era has blown through the journalism industry with the force of a tropical hurricane. Printed newspapers and magazines are closing on a weekly basis. But in their wake new websites, apps, podcasts and video channels are popping up like mushrooms in autumn. So today is the best and worst of times to be starting a career as a journalist. The best because the digital tools at your disposal give you awesome power to investigate and then transmit your findings to the world - with or without a publication to help you.

The worst, because the days when a young journalist could have one conventional well-paid career working in regional and then national newspapers are probably over. Readers are reluctant to pay for information and advertisers are increasingly spending their money with the likes of Google and Facebook, who don't empoy any journalists.

The economics of the industry are as challenging as they have ever been. But the opportunities are more diverse and the industry more open to newcomers. Anyone can build a following on Twitter, YouTube and a variety of free blogging sites and launch themselves into journalism fuelled by their own determination

Press Gazette works with the NCTJ on this guide because our experience tells us that you increase your chances of succeeding in journalism many-fold if you can gain an industry-recognised

There are good journalism courses not accredited by the NCTJ, but seeing their logo on a course does give you a guarantee that it will give you the practical skills needed to hit the ground running as a journalist.

Check out the Press Gazette website and sign up for our daily email to get the latest news and analysis about the journalism industry.

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How long does it take our students to start paid work in a live, professional TV newsroom?



About 30 seconds

Our unique OFCOM-licensed television station, KMTV, broadcasts 24/7 on Freeview and Virgin throughout Kent, and is based within the university's Centre for Journalism.

Its newsroom and studio are less than half a minute's walk from our awesome student facilities

Many of our students get paid KMTV internships as early as their second year of undergradaute study - and lots end up with full-time jobs on graduation

Kick-start your journalism career by checking out our prospectuses

kent.ac.uk/journalism



BA Journalism

MA Multimedia Journalism



The National Council for the Training of Journalists (NCTJ) accredits courses in newspaper, magazine, broadcast journalism and photojournalism delivered at universities, colleges and independent centres throughout the UK.

NCTJ Training Ltd

The New Granary, Station Road, Newport,
Saffron Walden, Essex CB11 3PL

Saffron Walden, Essex CB11 3PL
Tel: **01799 544014** Fax: **01799 544015**

E-mail: info@nctj.com
Web: www.nctj.com

*Courses are subject to change. Please check with the relevant centre.

In order to achieve NCTJ accreditation for its course, each centre has to agree to adhere to a strict set of guidelines, to teach the whole of the NCTJ's syllabus and to undergo regular inspection visits to maintain high standards.

All centres inside adhere to these guidelines, and have gained NCTJ accreditation for the courses listed. Whilst this list is regularly updated, the most up-to-date information can always be found on our website at: www.nctj.com/want-to-be-a-journalist/course-search

AT A GLANCE

If you know what type of course you want to study, the following will help you decide which centre to attend:

ACADEMIC YEAR (SEPTEMBER – JULY)

City of Liverpool College
City of Wolverhampton College
Darlington College
Harlow College
Highbury College (in partnership with *The News*)
Diploma in Journalism (in partnership with

The Southampton Daily Echo)
Lambeth College
North West Regional College

DAY RELEASE

Glasgow Clyde College

FAST-TRACK (16 to 22 weeks)

Brighton Journalist Works City of Liverpool College

Highbury College

Lambeth College

News Associates - London

News Associates - Manchester

Press Association Training - London

Sheffield College UCFB Wembley

CI B VVeilible

PART-TIME

Brighton Journalist Works

City of Liverpool College

 $News\ Associates-London$

News Associates – Manchester

Press Association – London

journalism courses for 2017/18

Full list of NCt accredited

HND

Fife College Glasgow Clyde College

UNDERGRADUATE

Bournemouth University

De Montfort University

Falmouth University
Glasgow Caledonian University

Glyndŵr University

Leeds Trinity University

News Associates Manchester in partnership

with University of St Mark & St John

Nottingham Trent University

Staffordshire University

Teesside University

University of Brighton

University of Essex

University of Central Lancashire

University of Gloucestershire

University of Kent

University of Lincoln

University of Portsmouth

University of Sheffield

University of Sunderland

POSTGRADUATE

Brunel University Cardiff University

De Montfort University

Glasgow Caledonian University

Kingston University

Leeds Trinity University

Nottingham Trent University

St Mary's University, Twickenham Staffordshire University

Teesside University

University of Central Lancashire

University of Kent

University of Salford

University of Sheffield

University of Sunderland University of Sussex

University of Ulster

BOURNEMOUTH UNIVERSITY Pages 8 & 22

Media School, Weymouth House, Fern Barrow, Poole, Dorset BH12 5BB Contact: Karen Fowler-Watt, 01202 965129 Email: kfowler-watt@bournemouth.ac.uk Website: www.bournemouth.ac.uk

• BA (Hons) Multimedia Journalism

BRIGHTON JOURNALIST WORKS

Sussex Innovation Centre, University of Sussex, Science Park Square, Falmer, Brighton BN1 9SB Contact: Richard Lindfield, 01273 540350 Email: info@journalistworks.co.uk

Website: www.journalistworks.co.uk

- Fast-track Diploma in Journalism
- Part-time Diploma in Journalism

BRUNEL UNIVERSITY

Department of Social Sciences, Media and Communications, College of Business, Arts and Social Sciences, Brunel University London, Uxbridge, Middlesex UB8 3PH
Contact: Rachel Sharp, 01895 274000
Email: journalism-admissions@brunel.ac.uk

Website: www.brunel.ac.uk

• MA in Journalism

CARDIFF UNIVERSITY Page 11

Centre for Journalism Studies, The Bute Building, King Edward VII Avenue, Cathays Park, Cardiff CF10 3NB Contact: Michael Hill, 029 2087 4084 Email: HillM10@Cardiff.ac.uk

Website: www.cardiff.ac.uk

MA/PgDip in News Journalism

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CITY OF LIVERPOOL COLLEGE

Journalism Unit, The Arts Centre, 9 Myrtle Street, Liverpool L7 7JA Contact: Alice Gregory, 0151 252 4366 Email: Alice.Gregory@liv-coll.ac.uk

Website: www.liv-coll.ac.uk

- Fast-track Diploma in Journalism
- Academic year Diploma in Journalism
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Journalism at BU





We have been teaching multimedia journalism for 25 years as aprt of one of the biggest university media and communication faculties in Europe.

Many journalism courses offer pathways, but at BU you will do a bit of everything – it is truly interdisciplinary and multimedia. We offer a mixture of technical skills, critical thinking and journalistic skills and you will move across platforms all the time, reflecting real-world journalistic practices and enhancing your employability skills.



We offer state-of-the-art dedicated newsrooms and digitally equipped studios which conform to a professional working environment.

What our students and graduates say:

"We brought live general election updates throughout the night. Our coverage was unique, it had a different edge to it, it was student focused and gave a younger perspective."

Laura McKenna, BA (Hons) Multimedia Journalism student

"Studying Multimedia Journalism helped me appreciate all the different elements of media. I learned how to use TV and Radio as well as how to be a writer and journalist. Bournemouth University definitely opens doors for you."

Hannah Fernando, Executive Editor TimeInc Former BA (Hons) Multimedia Journalism student

Why BU?

The BA (Hons) Multimedia Journalism course at BU was the first journalism course in the UK to be accredited by the three main professional bodies:

- The Broadcast Journalism Training Council (BJTC)
- National Council for the Training of Journalists (NCTJ)
- Periodicals Training Council (PTC)

Our students produce live news and broadcast bulletins and are tasked with gathering news and feature stories both nationally and locally.

You will take on key roles as editors, news editors, convergence editors, and reporters on all of our media outlets, gaining invaluable knowledge and experience.

As a student journalist you are encouraged to write and broadcast your work in an environment which replicates a "real world" setting. This includes seeing your work published in the fortnightly student newspaper, The Bournemouth Rock.

In the ever-changing media landscape, core journalistic skills are at more of a premium than ever. Our courses are intensely practical, the mix of broadcasting and online writing sharpens the defining elements of cutting-edge journalism.

Bournemouth students have gone on to work at major journalism organisations in the UK, including: the BBC, Sky News, Press Association, ITN Reuters and various local, regional and national newspapers and magazines. Some 95% find jobs within six months of graduating.* (*Unistats).

"Graduates are very confident that they have the multidisciplinary skills they will need in the workplace. Our teaching staff have up-to-date professional experience as journalists: our lecturers, are relevant practitioners teaching students about things they understand. We've been doing this for a long time, but we are not resting on our laurels at all. We are constantly looking at how we can give the best possible experience to students."

Dr Karen Fowler-Watt, Head of School of Journalism, English & Communication

CITY OF WOLVERHAMPTON COLLEGE

Paget Road, Wolverhampton WV6 0DU contact: Danielle Wozencroft, 01902 317564 Email: wozencroftd@wolvcoll.ac.uk Website: www.wolvcoll.ac.uk

• Academic year Diploma in Journalism

DARLINGTON COLLEGE

Central Park, Haughton Road, Darlington, County Durham DL1 1DR Contact: Sue Calvert, 01325 503050 Email: scalvert@darlington.ac.uk Website: www.darlington.ac.uk

• Academic year Diploma in Journalism

DE MONTFORT UNIVERSITY

The Gateway, Leicester LE1 9BH Contact: Ali Haynes, 0116 255 1551 Email: ahaynes@dmu.ac.uk Website: www.dmu.ac.uk

- MA/PgDip Journalism
- BA (Hons) Journalism

FALMOUTH UNIVERSITY

Penryn Campus, Treliever Road, Penryn, Cornwall TR10 9FE Contact: Rob Brown, 01326 259261 Email: rob.brown@falmouth.ac.uk Website: www.falmouth.ac.uk

- BA (Hons) Journalism
- BA (Hons) Sports Journalism

FIFE COLLEGE

St Brycedale Avenue, Kirkcaldy, Fife KY1 1EX
Contact: Patrick Joyce, 01592 223136
Email: patjoyce@fife.ac.uk
Website: www.fife.ac.uk

• HND Practical Journalism

GLASGOW CALEDONIAN UNIVERSITY

Caledonian Business School, City Campus, Cowcaddens Road, Glasgow G4 0BA Contact: Julian Calvert, 0141 331 3844
Email: julian.calvert@gcu.ac.uk
Website: www.gcu.ac.uk

- BA (Hons) Multimedia Journalism
- MA Multimedia Journalism

GLASGOW CLYDE COLLEGE

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Email: journalism@highbury.ac.uk Website: **www.highbury.ac.uk**

Contact: Paul Foster

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- Diploma in Journalism (in partnership with The Southampton Daily Echo)

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- MA/PgDip Print and Digital Journalism
- BA (Hons) Journalism

MANCHESTER METROPOLITAN UNIVERSITY

All Saints Building, All Saints, Manchester, M15 6BH Contact: Dave Porter, 0161 247 6141 Email: d.porter@mmu.ac.uk Website: www.mmu.ac.uk • MA Journalism

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D3.305 Northland Building NWRC, Strand Road, Derry, BT48 7AL Contact: Suzanne Rodgers, 028 7127 6161

Email: suzanne.rodgers@nwrc.ac.uk Website: www.nwrc.ac.uk

• Academic year Diploma in Journalism

NOTTINGHAM TRENT UNIVERSITY

Centre for Broadcasting & Journalism, Room 2103 Chaucer Building, Goldsmith Street, Nottingham, NG1 5LT Contact: (BA) Claire Field, 0115 848 5806

Email: claire.field@ntu.ac.uk

Contact: (MA) Helen Ainsworth, 0115 848 5803 Email: helen.ainsworth@ntu.ac.uk

Website: www.ntu.ac.uk/cbj

- BA (Hons) Journalism
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292 Vauxhall Bridge Road, London SW1V 1AE Contact: Leah Dodd, 020 7963 7920

Website: www.becomeajournalist.co.uk

• Diploma in Multimedia Journalism

Email: training@pressassociation.com

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Website: www.sheffcol.ac.uk

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Department of Journalism, College Road, Stoke-on-Trent ST4 2DE Contact: Pete Leydon, 01782 294785 Email: p.w.leydon@staffs.ac.uk

Website: www.staffs.ac.uk/journalism

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- BA (Hons) Journalism (two-year)
- MA Journalism

ST MARY'S UNIVERSITY COLLEGE

School of Communications, Culture and Creative Arts, Strawberry Hill, Twickenham, London, TW1 4SX Contact: Dr Daragh Minogue, 020 8240 4111

Email: daragh.minogue@smuc.ac.uk Website: www.smuc.ac.uk/postgraduate/ sports-journalism

• MA/PgDip Sports Journalism

TESSIDE UNIVERSITY

School of Arts and Media, Middlesbrough, Tees Valley TS1 3BA Contact: Paul Bailey, 01642 342377 Email: p.bailey@tees.ac.uk Website: www.tees.ac.uk

- BA (Hons) Multimedia Journalism
- BA (Hons) Sports Journalism
- MA Journalism

UNIVERSITY OF BRIGHTON Page 23

JOURNALISM TRAINING 2017/18

School of Sport and Service Management, Hillbrow, Denton Road, Fasthourne BN20 7SR

Contact: Ben Parsons, 01273 643852 Email: : B.T.Parsons@brighton.ac.uk

Website: www.brighton.ac.uk

- BA (Hons) Journalism
- BA (Hons) Sports Journalism

UNIVERSITY OF CENTRAL LANCASHIRE

Dept of Journalism, Preston, Lancs PR1 2HE Contact: Caroline Hawtin (BA), 01772 895692 Email: chawtin@uclan.ac.uk Contact: Julie Freer (MA), 01772 894750

Email: jefreer@uclan.ac.uk Website: www.ukiournalism.org

• BA (Hons) Journalism

UNIVERSITY OF ESSEX Page 3

Dept of Literature, Film and Theatre Studies, Wivenhoe Park, Colchester, C04 3SQ Contact: Jonathan Baker Email: jcbaker@essex.ac.uk

Website: www.essex.ac.uk

• BA (Hons) Multimedia Journalism

UNIVERSITY OF GLOUCESTERSHIRE

Broadlands Villa, The Park Campus, Cheltenham, GL50 2RH Contact: Erika Barnes, 01242 715290

Email: ebarnes@glos.ac.uk

Website: www.glos.ac.uk

• BA (Hons) Journalism

UNIVERSITY OF LINCOLN

Lincoln School of Journalism, Brayford Pool, Lincoln, LN6 7TS Contact: Sue North, 01522 886 273

Email: snorth@lincoln.ac.uk

Website: lincoln.ac.uk/home/course/joujouub

• BA (Hons) Journalism

UNIVERSITY OF KENT Page 20

Centre for Journalism, Gillingham Building, Chatham Maritime, Chatham, Kent ME4 4AG Contact: Tim Luckhurst, 01634 202913 Email: tluckhurst@kent.ac.uk Contact: Ian Reeves, 01634 202913 Email: tluckhurst@kent.ac.uk

Website: www.centreforjournalism.co.uk

- BA (Hons) Journalism
- MA Multimedia Journalism

UNIVERSITY OF PORTSMOUTH

The School of Social, Historical and Literary Studies, Burnaby Road, Portsmouth PO1 3AS Contact: Bernie Saunders, 02392 842177 Email: bernie.saunders@port.ac.uk

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Co. Londonderry BT52 1SA

Website: www.ulster.ac.uk

• MA Journalism

Email: mm.swarbrick@ulster.ac.uk

School of Media, Film and Journalism.

Contact: Maggie Swarbrick, 028 7032 3130

Website: www.sussex.ac.uk

School of Media, Film & Music, Silverstone

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• MA Sports Journalism

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UNIVERSITY OF LINCOLN

Lincoln School of Journalism, Brayford Pool, Lincoln, LN6 7TS Contact: Sue North, 01522 886 273 Email: snorth@lincoln.ac.uk

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Centre for Journalism, Gillingham Building, Chatham Maritime, Chatham, Kent ME4 4AG Contact: Tim Luckhurst, 01634 202913 Email: tluckhurst@kent.ac.uk Contact: Ian Reeves, 01634 202913 Email: tluckhurst@kent.ac.uk

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UNIVERSITY OF PORTSMOUTH

The School of Social, Historical and Literary Studies, Burnaby Road, Portsmouth PO1 3AS Contact: Bernie Saunders, 02392 842177 Email: bernie.saunders@port.ac.uk Website: www.port.ac.uk

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School of Arts and Media. MediaCityUK, Salford, M5 2HE Contact: Paul Broster, 0161 295 6362 Email: p.broster@salford.ac.uk

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