

****KTVB Local News Story Guidelines Template****
****Headline:****
[Catchy and informative headline]
****Lead Paragraph:****
[Who, what, when, where, why, and how]
****Body Paragraphs:****
1. ****Key Details:****
- [Relevant statistics or facts]
- [Quotations from sources]
2. ****Context:****
- [Background information on the story]
- [Related events or issues]
3. ****Impact:****
- [How this affects the community]
- [Potential future implications]
****Conclusion:****
[Summary of key points or a call to action]
****Contact Information:****
[Reporter's name and email, if applicable]
[Links to social media or additional resources]
****Photo/Video Credits (if applicable):****
[Photographer's name or source]
[Brief description of media content]