

A Source's Guide to Reporting

Thank you for talking to a reporter today!

If you've received this guide, you've been asked by a reporter to participate in a news story. That makes you a "**source**" — of information, of insight, and of expertise!

Here's what happens next:

I'll continue reporting. I may need to talk to more people like you to learn more about this story or dive into data or public records. I may even need to follow up with you! If I do, I'll reach out.

We'll write and edit. I'll take the information I learned and form a news article. An editor and I will check it for any errors and make sure it's ready to go. Some sources or quotes may not make it into the final version, often because of space or time.

The story will be shared. Once it's ready, the story will be published on our website alongside any relevant photos. You can find it online:

Your Reporter

