

## ***The Bruin Times*** **Frequently Asked Questions**

### **Q. How long does it take to meet a deadline?**

A. Every paper has a set deadline for the editors to complete their page. The deadline for our paper usually takes about a month. Almost every editor has to stay after to finish their page just to make it perfect. Every deadline is usually on the Thursday before *The Bruin Times* comes out because it needs to be exported before hand to be edited and checked for things lost in translation, which means lost when sent to the printing company.

### **Q. What is InDesign?**

A. InDesign is an Adobe program used to create spreads and to layout our ideas to create *The Bruin Times*. Each page has 1-3 editors who all have learned how to use the many tools on InDesign. But, like many computer programs, this one can also get frustrating. When working on our pages, we may need to use half of the tools. It takes time to switch tools and work on getting everything exactly where we want it to be. InDesign is a very helpful program that helps our newspaper be successful.

### **Q. Why isn't my activity, concert, club, performance, etc. featured in *The Bruin Times*?**

A. We're not a daily newspaper, so the timing of issues is not always adjacent with that of important events such as concerts, plays, etc. We have limited space and time restraints, and the majority of articles are chosen by Journalism 1 students. *The Bruin Times* is a school wide newspaper, and cannot cater to every teachers/students whim. Sometimes, because of odd issue release days, certain important actives are skipped for they would've been too early for the past issue, but too late for the current. We also try to only use articles with magnitude, so some issues don't relate to Lake Braddock Middle School.

### **Q. How much time does it take for *The Bruin Times* to produce an issue of the newspaper?**

A. Usually one issue of the newspaper takes one month to make. But many people forget that in that one month, students don't just work in school, but they work on articles at home, and stay after so that their

page is tidy and has no mistakes. One reason that students put in extra time for this newspaper is because *The Bruin Times* has a limited staff with one to two people working on each page. The editors also only meet three times a week on a normal schedule for about one hour and 30 minutes.

**Q. How come in the newspaper there are still mistakes with names, pictures quotes, etc.?**

A. Not all students' schedules cooperate with the deadline of our paper. Sometimes, when we go to take pictures of students they're not in their class. And if they're not there, then we have to find a replacement for the picture/quote. We wouldn't be able to come back another day to get their picture due to classroom limitations.

**Q. What kind of technology does the staff of *The Bruin Times* have access to?**

A. The staff of *The Bruin Times* has a plethora of materials at our fingertips. We have 32 computers in the room we work in (MultiSync LCD 1770NXM, AccuSync 700m and Graphics Series G70m); in addition to that, each computer has Adobe InDesign and Adobe Photoshop installed on it. The computers are hooked up to two computers: a 2300PS and a 5100PS, which can print onto 11x17 paper – the size of one page in the newspaper. We also have two Canon Powershot cameras available to us. The staff of *The Bruin Times* also has a scanner that we frequently use to get drawings downloaded onto the computer.

**Q. Why are there basic mistakes in *The Bruin Times*?**

A. The main reason why there are mistakes in the newspaper is because when the pages are exported to the press, many things get lost in translation. Bylines are sometimes deleted and random words and lines are added into the pages and articles. Also, many times it is our own fault for the mistakes. Basic mistakes don't get caught before the deadline and in return, the paper is criticized for its flaws. We will work hard to catch the abundant mistakes throughout the paper so it may be recognized as a great newspaper.

**Q. What is the deadline process?**

A. You have about a three week deadline to finish your task. Staffers are writing articles and they have about 2 weeks to finish and turn in their Final Copy A of their article. Then they have about a week to edit and revise, and then turn in their Final Copy B. Meanwhile the Editors are working on InDesign to design their page. Sometimes things on an editor's page gets lost during the deadline process. Or sometimes things don't turn out the way they were supposed to. For example if a staffer doesn't turn in a Final Copy B on time, then the editor's page suffers from a loss of an article and empty space on their page.

**Q. How long is the deadline process?**

A. Journalism 1 students have about one month to completely finish their article. The first three weeks are to get the Final Copy A done. The last week is to get your edited copy back and rewrite it as Final Copy B.

**Q. I was interviewed for *The Bruin Times*, but my quote wasn't in the newspaper. Why?**

A. We can not put every quote we get into the newspaper. We have different reasons for not putting quotes in. One is because it is too long or too short and can not fit the space provided. Two, even though it is a good quote, we do not feel that we need that quote, or the same statement has been already repeated. Lastly, we might just pick different quotes at random and we didn't pick yours.

Compiled by the 2006-2007 editors

Edited by Editor-in-Chief Nistha Acharya