



ASIAVISION GUIDE

1

NEWS SELECTION & SLUGS

- Choose timely stories of interest to member newsrooms
- Format: [StationID]_[Description]
eg: AVN_Landslide kills hundreds in Malaysia
- Description should be in active voice, and readily understood by int'l newsrooms
- Use PKG or PTC after description to identify narrated packages or piece-to-camera/reporter walkthroughs respectively.
- Limit slugs to three to five words.

2

INTRO (SHORT DESCRIPTION)

- Should point to the news peg and make it easy for producers to decide if they are interested in the item
- Preferably one sentence but a second may be necessary.
 - EG: The UN Secretary-General António Guterres urges the Group of 77 (G-77) countries to make international institutions more relevant.

3

SCRIPT

- Should be the full TV news script, that includes the date, time, location, and individuals involved.
- Should be written for international audiences, avoiding jargon or people/places not familiar to international audiences.
- Indicate where soundbites, reporter stand-ups are placed, and include translations for soundbites not in English.

4

SHOTLIST

- Should be written in the correct order.
- Time-codes are appreciated especially if item includes soundbites.
- Indicate location and date shot, if you have additional details
- Indicate any onscreen instructions, and identify source of material for UCG content.
- UGC content must be supported by ABU owner agreement.

5

DETAILS

- **RESTRICTIONS:** Any restrictions on rights/ instructions should be included here.
 - Always Include a note of clearance, if UGC content is shared.
- **DATE SHOT:** Should be the date footage is shot. If footage includes shots from multiple dates, include in the shotlist.
- **LOCATION:** Should include city/province and country where the story takes place. If vision includes shots from multiple locations, include in the shotlist.