**Types of stories**

**Reader or tell story**

The anchor appears on camera and “reads” the story. He or she may share the screen with a graphic, called a “CK” for chromakey, graphic or, simply, “Box”.

**Voice over**

Commonly called a “V-O”, written V/O. The anchor read the copy on camera. During some portion of the copy, video or perhaps a graphic will cover the whole screen while the anchor continues to read. The story may also be marked V/O nat (or V/O nat sot) indicating the “natural sound” audio portion of the video should be played low under the anchor voice, or V/O SIL (meaning “silent”), indicated there is no sound on the videotape or it shouldn’t be heard. We will agree on consistent terms.

**Voiceover and a head**

The name for this may vary from station to station, but it usually means an anchor voice over leading to a sound bite. On a script this is marked as V/O and SOT, the usual term for sound on tape. This is usually used to allow someone who has been interviewed to be heard when the story is less than a reporter package.

**Package**

This is a reporter “packaged” story, meaning both the audio and video portion of the story are combined on video tape or in the video server.

Package is usually preceded by an “anchor intro”, sometimes called a lead-in, which means the anchor introduces the story.

If a reporter appears live, its usually called either:

* “on-set”, when the reporter appears on the set.
* “newsroom”, when the reporter appears in the newsroom.
* A “remote”, from an external location, either ENG (the abbreviation for “Electronic News Gathering”) meaning the signal is delivered via microwave or, SNG (for Satellite News Gathering) meaning the signal is delivered to the station via satellite.

**Chat/debrief/analysis**

This is a reporter appearing on-camera with an anchor or alone to talk about an issue. He or she could, for instance, tell the anchor what is expected to be voted on in a upcoming government meeting or-upon returning from the meeting, tell the anchor what was just voted on. These are brief (approximately 60 seconds), unscripted descriptions of events. Chats can also be done in the field to camera, with the reporter basically guiding the viewer through the scene they would be looking at, just as a guide would show an audience a museum or historical run. Both in-field and in-studio chats are self-inclusive.