



ADVANCING SCIENCE. SERVING SOCIETY

## MASS MEDIA FELLOWS PROGRAM REPORTING

### COLLECTIVE STORY LOG

Each Fellow is required to update a collective story log, listing the title, publication date, publication location, and link (if applicable) of all finished stories *as soon as they are published*. Everyone will have access to the same collective story log through GoogleDocs.

### 4 BIWEEKLY EXCHANGES

- Informal
- Shared by email with other Fellows and program management
- Write in the body of an email
- Exchanges can be submitted either format:
  - 2 paragraphs update (free form)
  - 2-3 sentence response to 5 questions sent out the day before due date
- **DUE BY EMAIL:** Friday, June 19; Friday, July 3; Friday, July 17; Friday, July 31

### FINAL REPORTING – DUE FRIDAY, AUGUST 21

- **Report:** 3–4 pages. The heart of your report should describe the activities at your site and your experiences. In addition, please answer the following questions and incorporate them into your report:
  - What have you learned about the importance of communicating science to the public?
  - How could the program be improved?
  - Would you recommend that a Fellow be assigned to this site next year?
- **Story Log:** Make sure that the collective story log is updated for the entire summer.
- **Clips** for the entire summer. Please provide high-resolution PDFs of your articles, stories, and radio transcripts. If your story was published both online and in print, we require a PDF of the print clipping AND the newspaper clipping. If your story only appeared online, please print to PDF. If you produced a radio, TV, or multimedia piece, we require the electronic version of your clip (ex .mp3, .mov, etc.).
- **Summary Statement** (not to exceed 250 words): What was the most important experience, article/story written, skill gained, or lesson learned during your 10-week Fellowship? This summary will appear in the published report submitted to sponsors, sites, and the general public.
- **Tips & Tricks:** Your notes on what's good to know both professionally and in terms of moving or living in a city as a future Fellow. These are not shared with your host site editors or mentors, so feel free to be as honest as you like. While it's ok to include tips from 2014 and/or expand on a fellow's experience, do not turn the identical tip sheet from the year before.
- **Program Evaluation:** To be provided near the end of the Fellowship experience – stay tuned.