

BASIC POINTS

1. Make sure everything you write is supported by the facts and reliable sources.
2. If relying on third party material – make your own basic checks to verify the story.
3. Make sure any criticism is fair and accurate.
4. Watch your use of language.
5. Consider whether to print and/or seek comments from the other side.
6. Make sure headlines and straplines are accurate.
7. Read the PCC code.