



# SCRIPTING FOR RADIO

## **BRIEF SUMMARY OF ACTIVITY**

The following activity will explain how to put together intro, outro and links.

## **AIM OF THE ACTIVITY**

To identify the right information, language and delivery for intro, outro and link

## **EXPECTED OUTCOMES**

Participants will be able to demonstrate knowledge and skills of:

1. understand the importance of scripting for radio
2. outline principles of good scripting for radio
3. describe the various types of link and scripted element in radio
4. write a script for a given task

## **EXPERIENCE AND SKILLS REQUIRED**

practical knowledge of the use of microphones and headphones.

## **INFRASTRUCTURE, SETTING, RESOURCES**

training room (portable recorder, microphone, headphones) or studios.

## **LENGTH**

40 Minutes

## **MATERIALS**

laptops, writing materials,

## **DESCRIPTION**

### **HOW THE ACTIVITY SHOULD TAKE PLACE**

Trainer asks learners would you get up in front of a large group of people to speak without any notes? - same with radio, scripting is essential.

Outline and discuss the importance of scripting for radio.

- Improves delivery - less hesitations

- Makes the presenter more confident
- Avoids giving out wrong information or making mistakes

Trainer brings back the programme idea sheet and asks editorial teams to start working on the script for the programme. They record the script on portable recorders to see how it worked.

### **RECOMMENDED MAX. NUMBER OF PARTICIPANTS AND TRAINEES TO TRAINERS RATIO**

10 to 1 4 to 1 for Vision Impaired learners or trainees with learning difficulties

### **RISK AND POSSIBLE ADAPTATION**

This activity can be delivered to any group, and by eliminating any visual elements and allowing the use of laptops to vision impaired/blind people

### **VARIATIONS**

### **TIPS FOR TRAINERS**

Go through the handout with the participants. Remind them to keep the language simple and speak in short sentences.

### **ANALYSIS AND EVALUATION**

Do the participant remember the basic information to be included in an intro?  
Can they remember the information to include in a link? And in an outro?

### **SCHEDULING**

After research and interviewing.