



**EDITORIAL PARLIAMENTARY WORKSHOP MARCH 4<sup>TH</sup> & 5<sup>TH</sup>, 2021  
RIVER CROSSING LODGE, WINDHOEK**

<b>DAY 1: March 4<sup>th</sup>, 2021</b>		
<b>Time</b>	<b>Topic</b>	<b>Facilitator</b>
9.00-9.45	Welcoming remarks  Key note address  Participants' Introduction	Adv. Tousy Namiseb  Ms. Natalie Russmann Resident Rep. (KAS) Mr. I. Kooper
9.45-11.00	<ul style="list-style-type: none"> <li>Introduction to training – short discussion on writing for Parliament media.</li> <li>Watch a video and reactions to it.</li> </ul>	Dr. W. Njuguna
11.00-11.30	<b>Tea Break</b>	
11.30 AM- 12.30	Publishing Communication Products in the Digital Age and discussion thereafter.	Prof. A. Mare
12.30-13.30	<b>Lunch Break</b>	
13.30-14.30	Writing stories for a Parliament Medium: <ul style="list-style-type: none"> <li>Gathering information.</li> <li>Ethics of gathering information interviewing, writing.</li> <li>Writing news/features.</li> </ul>	Dr. W. Njuguna
14.30-15.30	<b>Practical Session</b> Break into groups for 20 minutes to work on writing a story from a document provided and one person per group presents.	Dr. W. Njuguna
15.30-16.15	<b>Editing stories</b> <ul style="list-style-type: none"> <li>Discuss past journal issues and experience with language editing.</li> <li>What does editing entail?</li> </ul>	Prof. F. Opali  Dr. W. Njuguna
16.15	Afternoon Session Ends - Tea Break and Departure	Mr. I. Kooper
<b>DAY 2: March 5<sup>th</sup>, 2021</b>		
8.30-9.30	Editorial Board – what is it, why is it important? <ul style="list-style-type: none"> <li>The current board (composition)</li> <li>Contributors of stories to the Journal</li> </ul>	Dr. W. Njuguna Mr. I. Kooper & Team
9.30-10.15	<ul style="list-style-type: none"> <li>Review past parliamentary magazines, newsletters journals from around the world.</li> <li>Review front pages of parliamentary newsletters, journals.</li> </ul>	Mr. I. Kooper & Team,  Dr. W. Njuguna
10.15-10.45	<b>Tea Break</b>	
11.00-12.00	Discuss current journal, possible titles, its look and feel. Segmentation, structure, scope e.g. Children's Corner, Speakers Corner, Fun Fact, Know Your MPs, Did you know etc. Distribution, way forward.	Mr. I. Kooper & Team Publisher (KAS) Ideas from participants Dr. W. Njuguna
12.00-12.30	Discussion on the training Evaluation of Course	Dr. W. Njuguna I. Kooper and Team
12.30	<b>Lunch and Departure</b>	Mr. I. Kooper