

## How to format your story for *The Horizon*

All stories should be in 12 pt. Times New Roman and double spaced. Stories should be sent to [rallman@ius.edu](mailto:rallman@ius.edu) as an attachment. All documents should be in Microsoft Word. Stories should be about 800 words in length. Photos should also be attached to the e-mail, with cutlines appearing after the end of the story.

slug	deadbody
proposed headline	Dead body found in Crestview basement
byline	By RON ALLMAN
title	Staff Writer
e-mail address	<a href="mailto:rallman@ius.edu">rallman@ius.edu</a>
lead	<p>The dead body of a student was found in the basement hallway of Crestview Hall on Monday, Sept. 4, by the night custodian.</p> <p>The body was identified as Jerod Clapp, journalism junior, by IUS Medical Examiner Billy Tuckett.</p> <p>This is the third dead body found on campus since early July. Campus police still have no leads or suspects.</p> <p>“We would love to say we have some new information to give you,” Ruben Borrego, IUS Police officer, said, “but we just don’t have any.”</p> <p>Chancellor Sandra Patterson-Randles said she would stop at nothing to get to the bottom of this situation.</p> <p>“We need to end this now,” Patterson-Randles said.</p> <p>The first body, still unidentified, was found Aug. 28 in the adjunct professors’ office in Knobview.</p> <p>The third body, Jesse Badger, French senior, was also found by the night custodian.</p>
end of story	— 30 —
cutlines	corpse01.jpg: Ruben Borrego, IUS Police officer, zips up a body bag.