

The Tulane Hullabaloo  
**BYLINE POLICY**

**Articles 1-3:** Contributing Reporter/Writer

**Articles 3+:** Official position

**If you wrote the article and conducted interviews:** solo byline

**If you wrote the article but did not conduct interviews:** solo byline, additional reporting tag at bottom crediting whoever did the interview

**If more than one person wrote the article:** shared byline

**If you (during production) make **SIGNIFICANT** changes that go beyond role of an editor:** shared byline with writer's name first.

\*\*This does not mean adding a quote or moving a paragraph to another part of the article. A shared byline on production only happens when your voice is put into the article in a substantial way, i.e. it can no longer be called the writer's original work.

When changing a byline:

- Inform the Managing Editor and Editor-in-Chief
- Inform writer before the article is printed/published

**If you conducted interviews and wrote article but someone else transcribed:** remains solo byline with no disclaimer at the bottom. Remember you should be transcribing all of your own interviews, except in cases of extenuating circumstances.