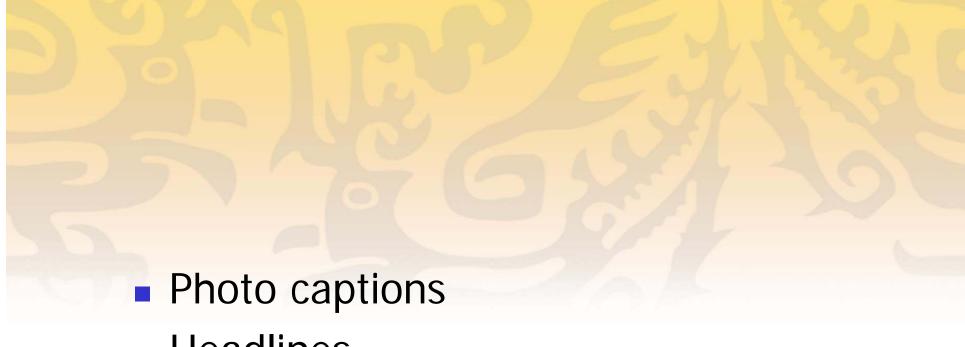
Nine Dates with Content and Coffee

Date 6
18 June 2015





- Headlines
- Management of Freelancers

What is a caption?

- A caption is the explanatory material that appears outside (usually below) an illustration
- It is not a key, a label or a legend
- Punctuations?
- Locators (above, below, top, bottom, left, right, clockwise) in italic or bold

ISO Style Guide on Photo Captions

- may be a word or more, a complete or incomplete sentence, or several sentences
- no period required if the caption consists solely of an incomplete sentence
- the sentence in a caption should normally be in the present tense

An example from *Time*





An example from Time

A man, a machete, a meal

In the rain forest outside Sao Paulo, Atala harvests the tuber manioc

An example from *The Economist*



Silm pickings

began purchasing 3,000 tennes of pota-toes directly from farmers at better-than-

Marring every week in different cities, Macting every woods in different cities, farmers and government officials are hoping to forestein a restonal agricultural policy by the end of the year. But they are rying to solve a problem before a diagnostic bas base made of Columbia has not conducted a majorowide agricultural segment. decreed a newtonwrithe agricultural scenario dense spree. The government of planes to carry one out task passed with plane to carry one out task passed with plane to carry one out task passed with plane to carry one out task passed with a serious should not be task to serious should not be task in a serious should not be task in an election passe. Freshelm had not benefit in an election ground. Freshelm had benefit satisfaction and the first should not be task to be ta

the been acres) of farmiand have been been been dendered at disgally sensed.

A beover-browen result of the conflict on breen inefficiency. A very year study led by Arie Maria Bohne of the trainent of the Ariebes in Beginsh found that farmers the have not been direct victims of the ineffici. but which live with the presence of runed fighters, result is favour fant gerwing cops that office several harvests a year, lasty also core coupland into passure for still, which is very also core coupland into passure for still, which we easily sold if things he sent easys. They stay away from permant corp. such a core, cuffice, rubber of fruit trees, which expure more travel-sent and time to yield a harvest, though test out the coupling hard the best of the point. test and time to yield a barvest, though my are more peritable in the long run-bit strategy weeks in 'minimise the risk of a conflict but dues not maximise profits',

Assessations's wouldby peop

Barbarians at the gate

The capital's exclusive closed neighbourhoods face a heavy new tax

RESIDENCES of the Meyting Country
Clats, a gated community on the
suitabine of Business Aires that branch
tennis courts, a polo held and a private
testation, often carp about the Typaso represent the control of the control

Instruction to way.

A few miles downstream, residents of Finnes, artiformal settlement that has

rement, an informal seriforment that has spring up along the evertural, have very different complaints. Enering heavy information overflower, manufacting their makeshift absorbinions and back horses with severge, its genge are as satisfy that ever police from respons, may Pathia Arch about in the local back to norm in the solution of the norm in the solution of the norm in the substants of Biomath weeters a quarter of Argentine's arm eliferent live. For the majority life in bank form their half of horses have severage and a quarter leck assess to piped wester. A third have no ging altrast a mid-tiney stand or part of the same live and all the back assess to piped wester. A third have no ging altrast artist the powerty inlands of these to green a result that powerty inlands of these to are properly up A report by the becarry are popping up. A report by the provincial in a office in 2012 suggested that there were more than 400 gated developments around the capital, conthe very success any and the copied, con-tarising success between About retaining.
Their cover utilities and accurity, with accre and guarant pateothing at all houses, boths are result towers in their rives eights. North in, a secure mega-very plus our the capital's morthern edge, is because to more

empirate surfivers edge, is horse to some their excess people and hardely.

A fire law proposes to price equal the gate the gate the gate. A fire law of first Access to Malitaty promising state of the law of their expectation provincial government to tax new gated communications a make of their land, or the equivalent in cosh, to pay for social houseing it also raises by 50% the tax levied on weamthen in gated neighbourhoods, and

allower the government to expendently loss that have lain undeveloped for five years, after a three year grace period.

The idea is to give the government more provent in intervene in the regulation of land, and therefore decreases the unite later, and therefore decrease the upbe-lieveship integranity—organical professor flower, on urban managerised professor at the batterial University of Content Sarmients, whis hibbined for the rawe law. Powerbee de Pourvier, an opposition integranaman from Burrens Aires, but integral a compilaint that the law is accoun-ationic of the Content of the right to prevance attractorial. It "stellars the right to prevance

attritional. It "embates the right to private property and opens a damagenous door" be very a Caburdo Cornatamien, the developer babind Foreshelm, we price about the cracketivers on anapty late. Because recornings thereby exist in Argentina, many families have to book on to land try years before they can affined to book for two years before they can affined to book for early.

The government should fire a beau or accommodity training closed recognitions. them by inventing more in telepheracture and necessity. Whatewer the impact of the new live, the rich and poors of flaceson Arms will entire to live paramet close inguiner but woulds apart.



Pedat harder, mum, It's the plefis!

in areas where guerrilles are no longer so active, fermers continue to fercur crops that offer a quirth termeratural test of what sheet a first in "pure treets". It is sheet a matter of first or After years of this east. If the formers have the fermion to energy for the fermers. their erogs for semething more profitable. In a prof-conflict Colombia, policies would have to reach beyond reconstruction and reparations in the countryside to get farmers back on their feet. A healthter

Ms Ibddieg says. That leads to low invest-

As Bather says. That leads to low invest-ment and love presbactivity.

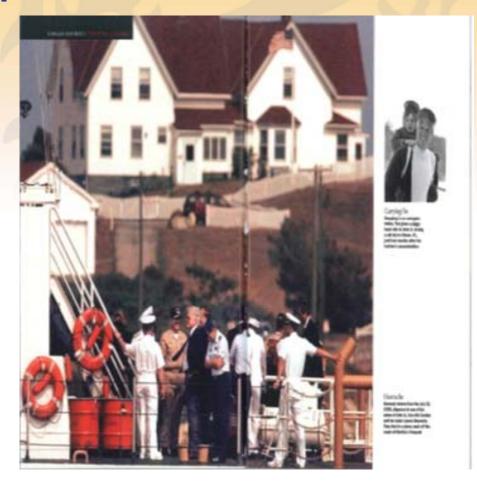
Colorabia has could remondance pro-gress over the pass decade in reducing the scale and interestly of the conflict. Since has your Mr fainteen government has been engaged in peace take with the scale of both, sinting for a permanent causafire. The core point in which they have reached a

diaft agreement is rural development. Ending the conflict would not necessar-tly reverse the substatemer mentality. Even



An example from *The Economist*

Pedal harder, mum, it's the plebs!





Carrying On

Stepping in as surrogate father, Ted gives a piggyback ride to John Jr. during a ski trip to Stowe, Vt., just four months after his brother's assassination

Heartache

Kennedy returns from the July 22, 1999, dispersal at sea of the ashes of John Jr., his wife Carolyn and her sister Lauren Bessette. They died in a plane crash off the coast of Martha's Vineyard



president of the late of the l

dividition and orionage homelets, when all are malife assets for tips of this present."

Standard are spreading a small or form a straight of the character form and beautifully if the archae file of the internets. Which is more, the internet is after allowed at the other integration for many paths in give for modification, in fragamatic manying the armount of a straining and depth of the trees of the paths of the "The section, in depth deed control of the antidipp on the securities for their "The section, in depth deed control of the antidipp on the securities for their "The section, in depth deed control of the antidipp on the securities for their "The section of the section of

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Let have differ a proof of help of them; plus appeals to proof them have been been discussed to a discussion partial black or pay in an ideal of the time context of them in the partial black of the time context of them in the partial black of the time is not to be been for the time as the context of the partial black of the time is the partial black of them in the partial black of the partial black of them in the partial black of the partial blac

bade (it est per pentit in eng forme peterte if it ent begin on a part had it and halp on the red. West in heart the conditions on the present of 100 mil (famility) are up, it was applied to anti-critical our enter if again are my form or alongs. This is one hydronic for it and not be placed begin a fall man of a part in or engage a pair in the enter applied and was and in man of a still of common the final and its begin the difference part than medical and the latest man of a fall or the second part of the former part of the difference part than medical and the second in the final and the final or the difference part of the difference. Even if the man of it is the final and the difference appear to difference. Even if the man of it is the final and in the first the final and the second in the second in the final and the second in the

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base are of this light in the resettant person. Product bear there, for some

Kennedy arrives at the Capitol for the swearing-in ceremony of President Barack Obama. His impassioned endorsement of Obama early in the 2008 campaign was seen by many as a passing of the Kennedy torch

Some observations

- caption not necessarily outside photo
- no end period, but other marks OK
- present tense the norm
- heading within caption

Chinese Captions?: an example from *Ming Pao Monthly*

傳統飲食智慧曰:不時不良,當媽的食物才是人 自然的真正出產,最新鮮。那當樂又是不是不時不聽 或 2 傳屬作曲家較替世和抽象的主題如應 劇、命運、失態等,即一年四季皆懸得 入耳!

雜规音樂是抽象的語言——並非所有作品都無標

與音樂——但音樂能引發情態,而另一方面情感亦引起我們對不向音樂的標準。 維也納斯年音樂會樂管,雖然在任何地方點也能感受到其軟體,但到了三四月便 聽不入耳了。因樣地,盛夏顧在沙灘椅上點冰冷的西貝点斯第七交傳曲,聚聚就 是不對。英國的古典音樂作品出了越獨便不太流行,一大原因是照材太重地方色 源;佛漢,或應期的《倫敦交響曲》先能引起非英國人的其鳴,但國際作曲家校 實世和抽象的走頭和放劇、命運、失態等,卻一年四季皆顯得人其二階斯逐高維 對第七次傳書《列寧格勒》於二戰後漸漸不甚流行,當時的解釋並不只是其戰爭 類材已不會時定,而異作品內容和熱層都說於空泛,其實二戰時巴托克便在其

《樂測協奏曲》中模仿突響曲首章的重複主顧來挖營 類長:但近年來該作又好像再度流行起來:只是聽敬 開始用一種抽線的歷史心態表於實作品。

說到熱樹達高維契,不能不談談兼者體驗的兩場 育學會,絕由在蘇聯接受教育的拉股建立名指傳爆逐 斯指揮,分別是維也納營齡的需要第五交豐由和亞來 吃姆斯特丹音樂廳榮騰奏第七交豐由。這兩隊歷史悠 久的樂團,藝術地位當然的兩家疑,發襲更是出寄地 參節、華美。但蘇我的交豐曲需要的卻正正是面淋淋 的粗暴,貴族際團奏郡級資操,不具格格不入,甚至 聽組來鐵人幾得有點展原;相反,聲粗見稱的語的榮 樂(資本主義又怎麼樣),能把蓋民作品與得得輕有 也。

有認實施家年記級人,其藝物效成熟。看過一篇 整於《質髮機》與話的解詞,評論的是分類天才指揮 米高、法例克的聲可天層基準入之體和終音。法例克 維音時只二十多歲,但與釋出內模模而深厚、性故 原,完全不便出自年程人之子。與評聽後的反應是 「God on you」:想不對他年紀輕輕便能做到那般 看級人情世故的演繹。其實法則克的性故疑他年輕時 重重的有關。有魯克的交響曲,指揮越老、演繹大多 越精練;未年老亦不能差好馬勒的九。相反,卡拉陽 小時不聽、不時不



据积原格的规则等等。但积累积率的原则的作品的伊持等。 6、图的第八。

八十年代曾「召恩」晚輩推派沙伊。詢問他對馬勒第 十次聲碼的看法。沙伊表示淡樂章雖是不完於更等拉 沒斯基《香之學》中的蔡潔輝。卡氏立即決定不去研 究就作、並指述哲學事情幾了一定年紀便不能使了。

据是英扎特最好:作品天真無邪·粉幼成宜;除了《宏婉曲》分:四季音题。

120



Chinese Captions?: an example from *Ming Pao Monthly*

聲粗見稱的紐約愛樂,能把蕭斯達高維契的作品奏得有聲有色。圖為蕭氏。

Chinese Captions?: an example from

《天下雜誌》





Chinese Captions?: an example from 《天下雜誌》

證嚴法師與在澳洲奉獻60年的安琪拉修 女牽手而行,儘管語言、宗教不同,對 人群的愛却是相通的。

Observation

 Distinction between caption and text blurry

Our Challenges

- Chinese caption style to follow English?
- Full names and titles

(Titles are not necessary in headings or captions, although surnames are – *The Economist Style Guide*, p. 142)

Photos and captions to tell a story

Headlines

Sentence style

 CUHK geophysicist explains the science of earthquakes

Headline style

 CUHK Geophysicist Explains the Science of Earthquakes

Headline Style

Chicago recommends:

 Always capitalize the first and last words and all other major words (nouns, pronouns, verbs, adjectives, adverbs)

- Lowercase articles (a, an, the)
- Lowercase prepositions (some exceptions)
- Lowercase conjunctions
- Lowercase to and as
- Lowercase second word in a species name, e.g., Homo sapiens

Headlines

Avoid long headlines or headings

Example: University X received donations from Mr. Y and Z Foundation to boost study on Asian family business and international business cases

Rewrite to: Asian family business studies boosted by generous donations

Alliterative Headings

- 'Hunting for the Higgs', Time, 9 April 2012.
- 'Helping hunt for the Higgs', Harvard Gazette, 11 July 2012
- 'Still Harping on the Higgs?',
 CUHK Newsletter,
 3 September 2012



舞找中微子

Thirty-three years after his Alien started the cult of the thorax-bursting body snathers, director Riddley Cott gave us a prequel to the saga in the form of Prometheus. The actions in the latter film have not only gone back in chronological time but also redirected the seemingly doomed space journey towards the origin of the human race.



Use familiar, attractive headlines (from well-known phrases, songs, books and movies)

'When the Going Gets Global, the

Global Gets Going'

(CUHK web article, Feb. 2010)



'Streets of London'

(CUHK web article, Oct. 2011)





Who are the Freelancers?

- Writers
- Translators
- Photographers
- Designers
- Printers?
- Student helpers?

How are they engaged?

- By the hour
- By the job
- By retainer

PROS

- Affordable
- Flexible
- Added resource
- Industry standards (e.g., photography, design, IT trends and practices)

CONS

- Busy or choosy
- Mercenary or artsy
- Not so competent / quality control
- Companies have their own rules and/or contracts

A Few Protocol Tips

- Lists of freelancers / contractors
- Referral and declaration of interest
- Standard contract (deliverable, deadline, deposit, revisions, payment, termination, credit, copyright, etc.)

A Few Management Tips

- Know their strengths and weaknesses
- Keep them alive (refer other jobs at times)
- Grow them or learn from them

- Give clear instructions and timeline
- Check progress from time to time
- Style edit them
- Allow enough lead time (avoid lastminute job)