Hello I’m in a studio at Television Centre which is what you normally see during television news.

But behind the scenes BBC journalists are busy working out what should be in the news and where to find it.

And that’s what you need to do too.

Journalists find their news stories from many different places and we call them sources. Remember there are things happening around you all the time which might make a good story.

You have to be curious. Look around you, listen, talk to people and find out what's going on. What surprises you? What shocks you? What interests you? And how do you know if it’s true?

One important source, believe it or not, is other journalists.

BBC journalists always read the papers, check news websites, listen to or watch the news. Another place our stories come from is directly from our audience talking to us and telling us about things going on in their lives.

Lots of people get in touch with the BBC by text, email, by blogging, or by using social media, like Twitter or Facebook.

What people tell us can become an important part of a story or a story in its own right. But we still need to check the facts.

You might get tip-offs from your friends, family or teachers. What about asking for your friends or fellow students opinions on the issues in your stories? Just like we do, you can include them in your report.

Press releases are another good source. Organisations contact the BBC with ideas for news stories all the time.

They send us information about events that are coming up or things they have done. They also put them on their websites, so keep a look out.

Journalists talk to experts on a whole range of subjects and pick up stories from them. They might be politicians, football managers, scientists, doctors, store managers, hairdressers, musicians, head teachers.

All of these people are what we call contacts and they can be friends and neighbours too. A good reporter has good contacts.

Finally, we get some of our best news stories from witnesses, people who are on the spot when something happens, and they can tell us all about it.

Now, be careful. It's important to check all your sources.

Only use sources you trust. Are they likely to have accurate information on the story? How much checking you need to do depends on the type of source but it’s usually a good idea to check the information with at least two sources.

Truth and accuracy are two of the BBC’s news values.
They are a very important guide and will help you become not just a reporter, but a trusted School Reporter.

One more important bit of advice: to protect people under the age of 18, only use their first names in your reports.

Good luck finding your news stories and have fun.