Send us a press release – early. Most section editors have writers meetings twice a week at which they dole out stories. If you have an event, we ask for a press release a week in advance. If it’s a major event, send one in even earlier.

But not too early. Our staff members are always running around doing something. If you send a press release weeks in advance, it’s quite possible it will get lost in the mayhem.

Play the waiting game. Not every press release is answered due to high volume. A follow-up phone call is appropriate. We do not choose to run all story ideas for various reasons. If we pursue a newsworthy story, a writer will contact you. Repeat visits to our office will result in being escorted out.

TDG staffers are students too. Please always respect this. Emails to personal accounts, even our student accounts, are not appreciated as we have personal lives as well. You may email the editors at the below email addresses. Writers should be contacted through their preferred email:

Editor-in-Chief - editor@dailygamecock.com
News - news@dailygamecock.com
Sports - sports@dailygamecock.com
The Mix - mix@dailygamecock.com
Viewpoints - viewpoints@dailygamecock.com

Know our schedule. Producing a newspaper is the business of making deadlines. If you know our schedule, you’ll be able to plan around us. Example:

5 p.m. Editors arrive, begin editing stories for paper
6 p.m. Stories are sent to copy desk for editing
7 p.m. Designers begin designing the paper
10 p.m. All late-breaking or live stories must be completed
11 p.m. All design must be done
12 a.m. The newspaper must be sent to the printers

Know your beat writer. The news team has writers assigned to major groups like Student Government, Greek Life and Carolina Productions. Get to know these people as they cover your organization. A good relationship with them is a good relationship with the newspaper.

If you have a problem, speak with the editor. Our editors are the managers of our newsroom. They handle and should handle any complaints about their section. Please do not take your frustrations out on our writers. Many of them are volunteers.

If you have a major problem, speak with the editor-in-chief. The editor-in-chief takes care of all overarching problems including administration and personnel issues. Feel free to visit during his or her office hours or send an email.