

## **Task 2: Writing the biography and examining the language used to describe the incident**

Once you have gleaned as much information on the case and the person as you possibly can, it is time to start writing. You will compose an essay of approximately 500 words.

Start with the biographical information. We want to recognize the humanity of the victim and restore some dignity to them by emphasizing the work they did, the people they loved, and any other details that honors their life. In the final submission of the biography, the biographical information always appears first in the entry.

Download the biography [template](#).

Writing for undergraduate interns

Answer these journalistic questions: Who-What-When-Where-Why-How questions.

Example – (the pronouns are for men, but there are some examples of women who were lynched)

Who was this person? Married? Children? Parents? Siblings?

What work did he do? What roles did he have in their community? Did he have formal education? If so, what kind?

When was he born?

Where was he born and where did he live?

Other important information about him?

Writing about the incident of racial violence

Also follow the journalistic questions

Who was this person?

What happened?

When was he lynched?

Where was he lynched?

Why were he lynched, according to the article?

How was he lynched (method)?

- Include the names of the perpetrators

After you finish writing and proofreading your essay, it is time to finish filling out the biography [template](#).

You should create a separate folder for each individual you research. There, you can add your completed template form. Also upload your collected news articles and census sheets (.jpg or .png clippings of news articles and census sheets). You should also go back to the master spreadsheet and make sure all the information is correct and as complete as possible. Last step: email [Dr. Brown](#) and let her know your essay is finished and ready to be published.

Submit the Data for mapping.

### Brief summary of posting biographies

At the biweekly intern meeting, students present work that they have completed. Dr. Brown and Dr. Goan note the completed biographies and then review the submissions. Dr. Brown or Dr. Goan edit the biography for clarity, length, tone, tense, and accuracy. A graduate intern double checks the accessibility of the submissions to make sure the article is readable, accessible for free or behind a paywall, and properly cited by the undergraduate intern. The graduate intern generates a reference list for all the research data.

Dr. Brown creates a secondary Folder in OneDrive for each lynching victim and all the supporting articles and census data. From the OneDrive, Dr. Brown verifies the article clippings are saved in JPG or PNG format. All information is loaded to the Wordpress side. Dr. Brown creates a post for the biography based on the articles and census data.

A note on article clippings: if the article was published before 1923, it is in the public domain and can be reproduced without copyright infringement. Articles printed after 1923 may or may not be in the public domain, depending on where they are published and if a special technique has been used to clip them. However, this data is used for educational research. Please make sure to fully cite all articles and data you have found on this website, preferably using the [Turabian method \(click here to view\)](#).

The mapping interns also make a presentation on the development of new maps. Using the research data, the mapping intern creates two maps of the lynching, one with a strong local focus and one showing where the lynching occurred in the general map of Kentucky.