

Ideas

Key Quality: Finding a Topic

THINK ABOUT:

- Have I chosen a topic that I really like?
- Do I have something new to say about this topic?
- Am I writing about what I know and care about?
- Have I gathered enough information about it so that I'm ready to write?

Key Quality: Focusing the Topic

THINK ABOUT:

- Have I zeroed in on one small part of a bigger idea?
- Can I sum up my idea in a simple sentence?
- Have I chosen the information that captures my idea best?
- Have I thought deeply about what the reader will need to know?

Key Quality: Developing the Topic

THINK ABOUT:

- Am I sure my information is right?
- Are my details chock-full of interesting information?
- Have I used details that show new thinking about this idea?
- Will my reader believe what I say about this topic?

Key Quality: Using Details

THINK ABOUT:

- Did I create a picture in the reader's mind?
- Did I use details that draw upon the five senses? (sight, touch, taste, smell, hearing)
- Do my details stay on the main topic?
- Did I stretch for details beyond the obvious?