Updated 2021

Creative Writing Feedback Planning Tool

Date: Writer's Name:

Project:

Reviewer's Name:

Feedback Preparation

☐ Ask writer what kind of feedback they want from me

☐ What is my main purpose with this feedback?

  ☐ Encouraging a new writer
  ☐ First draft impressions
  ☐ Middle draft craft issues
  ☐ Final draft detailed edits
  ☐ Tough talk with a trusted partner

☐ Important standards/tropes for this genre:

☐ What the writer wants from me:

Feedback Plan

Today I will focus on:

My Gut:

☐ Do I want more?

☐ How did this story make me feel/react?

☐ Am I immediately drawn in?

☐ What was best thing about the work?

☐ What seems missing?

☐ What was the most/least interesting?

☐ What is the most important thing to improve? Why?

Notes:

Structure[1]:

☐ Opening (Act 1)—Does the first line hook me? Do I get an immediate feeling of the tone, the world, the point-of-view (POV) character, story line? Too much description? Too long to get to inciting incident? Does it set up the story? Does it make me interested in the larger work?

☐ Middle (Act 2) Is the POV character confronting and overcoming obstacles to their goals? Is the POV character growing? Do the scenes serve the dramatic need? Is this section focused or meandering? Is there enough action?

☐ Ending (Act 3)—Is there clear resolution? Does the resolution match the story? Are all sub-plots resolved?

Craft:

☐ Are the characters distinct? Fully developed? Different personalities and mannerisms?

☐ Can I identify the POV character?

☐ Do I know what the POV character's goals/dramatic needs are?

☐ Do I know what is at stake?

☐ What are the conflicts (Internal and/or external)?

☐ What pushes the story forward? (What points of no return does the POV character pass through?) What are the plot points?

☐ Scenes—Do we enter late and get out early?

☐ Does the inciting incident work?

☐ Setting—Does it compliment story? Are all senses invoked?

☐ Dialogue—Doing a job? Dialogue tags. Are characters' voices distinct?

☐ Do I have a sense of the themes?

☐ Check for discontinuities

☐ Scan for cliches

☐ Check for repetition

☐ Look for telling and not showing

☐ Check for hard to read, complicated, sentence structure

☐ Does sentence structure and length vary?

☐ Look for unintentional emotional distance (filter words)

☐ Identify over/under use of description

Editing:

☐ Line editing

Notes:

1. For more information read *Four Screen Plays* by Syd Field