

## Trusted First Reader Form

Writer, use this form to indicate the kind of feedback you would like from your trusted first readers.

This form may also be used within writers groups as a basis for deciding how much feedback each group member wants. The amount of feedback may change depending upon the amount of experience a writer has or where a writer is within the process of a piece.

Note: Do not hand this form off to a publisher or professional editor. They will do what they want with your writing in the interest of publication.

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### Check all that apply.

- Cheerleading:** Positive feedback on how great my work is. (Beginning writers, those not seeking publication, or those suffering writer's block may need this in order to stay motivated to write.)
- General Feedback & Encouragement:** Provide feedback on how the piece is working overall. What areas are working particularly well? What's not working? Any suggestions on how I can improve the piece? (No need to correct punctuation or grammar unless box for this is checked below.)
- Analysis of Writing:** Deeper than general feedback. Look at how the piece is working as a whole, but also examine sentence structure, stylistic issues and writing conventions, pointing out ways to improve the writing, awkward or lagging areas, plot holes, character inconsistencies, dialogue, tension, incomprehensible writing or character actions, description (too much? not enough?), setting, believability, unnecessary repetitions (of words, ideas, actions), etc.
- Fact Checking:** Look through the piece with an eye toward the accuracy of technical, historical, scientific, or other factual data and processes. (This should only be asked of those who have the requisite knowledge. Fact checking takes a lot of time.)
- Grammar & Punctuation:** Edit for mistakes in grammar, punctuation, or other mechanics.
- Other:** (Writer, list specific things you want checked in your piece by your trusted first reader.)