

Worksheet #2

Planning your contents

Recap but condense – from Worksheet 1 *What is your book about...* outline in 100 words or less:

1) Identify three main sections of the book – what is each one about:

Part 1:

Part 2:

Part 3:

2) Part 1 – break into Three sections (*these will become your chapters*)

1

2

3

3) Part 2 – break each chapter into three sections

4

5

6

4) Part 3 – break into Three sections

7

8

9

Part 1 Overview <i>Quotes/Examples/Stories</i>	Chapter 1 1 2 3	Chapter 2 1 2 3	Chapter 3 1 2 3
Part 2	Chapter 4 1 2 3	Chapter 5 1 2 3	Chapter 6 1 2 3
Part 3	Chapter 7 1 2 3	Chapter 8 1 2 3	Chapter 9 1 2 3
Part 4	Chapter 10 1 2 3	Chapter 11 1 2 3	Chapter 12 1 2 3
Summary			

Once you have outlined all the information you wish to write about, create a large colorful version of this page, laminate it, and put it where you will see it every day – mark off the chapters as you write them. Ideally, you could use a program like Scrivener to create a version of the above in the corkboard mode, and use that instead of or as well as this writing plan. Work through writing your chapters consistently, but not necessarily in chronological order.