

Typical Writing Steps

Step 1: **Think & Prepare**

- Read background
- Clarify your idea
- Formulate questions
- Consider nut graf

Honing the story's approach:

Use a single, dominant theme with varied types of material to develop your idea.

Don't document, tell a story

Engross or entertain readers as you inform them.

What's your storyline? "A limited tale well told has more impact and persuasiveness than a sweeping story..." one teacher says.

To generate story angles, ask yourself about these aspects of the story. What is its....

- History
- Scope
- Reasons
- Impacts
- Countermoves
- Futures

Step 2: **Research & Record**

- Collect targeted background
- Define narrow focus
- Select sources and interviews
- Consider possible structure - What answers are you likely to get?
- Interview according to expected structure/storyline

Step 3: **Reduce**

- After interview or written research, summarize key ideas
- Categorize ideas

Step 4: Organize your **thoughts in a logical flow.**

- How would you explain this as an elevator pitch?
- Do you have an A-B-C? 1-2-3?

Step 5: **Write**

- Trying writing in one pass... If you don't have all the key data/information at hand, insert a placeholder and keep writing so that you get the overarching storyline onto paper. Then go back and insert missing info

Step 6: **Rewrite & Edit**