

Jill's Revision Checklist

I. General View of Entire Book

Read through entire first draft. Do not make changes. Take notes on overall impressions of: Plot, Setting, Characters, Pace, Conflict

II. Chapter View

Read each chapter and note the following:

1. First Chapter
 - a. Is this the best place to start the book?
 - b. Is the first page full of action?
 - c. Did the hero and heroine meet within the first few pages?
 - d. Have I dumped back story in? Or is it sprinkled in?
 - e. Are the hero's and heroine's GMC's spelled out and are they strong enough to carry the book?
 - f. Is there a clear external goal from page one that will sustain until the end?

All other chapters:

2. Plot
 - a. Is the plot logical?
 - b. Any areas that need fleshing out more?
 - c. Are there any abrupt shifts that need padding?
3. Pace
 - a. Where does the story lag?
 - b. Are scenes balanced with dialogue and narrative?
 - c. Are the internal thoughts overwhelming the scene and can I add a sequel instead?
 - d. Is the romance journey progressing too quickly? Too slowly?
 - e. Is the suspense (if applicable) progressing at a fast pace?
4. Characterization
 - a. Is my hero believable? Relatable? Likable?
 - b. Is my heroine believable? Relatable? Likable?
5. Conflict/Tension
 - a. Is there conflict in this scene?
 - b. Is this chapter boring?
 - c. Did the chapter start with a hook?
 - d. Did the chapter end with a hook?
6. Point of View
 - a. Have I stayed in deep point of view?
 - b. Does the viewpoint character see anything he/she shouldn't? Facial expressions, etc...
 - c. Is the viewpoint person the best candidate for this scene? Who has the most to lose in this scene?

7. Dialogue
 - a. Do the characters have unique voices?
 - b. Do they “sound” authentic?
 - c. Have I avoided the same tired attribute tags?
 - d. Have I overused names or he/she?
 - e. Are there any tags I can eliminate or replace with an action beat?
 - f. Does every uttered word further the story?
8. Setting
 - a. Are there enough sensory details in each scene to orient the reader?
 - b. Are there any spots the scenery is being told, not shown through the viewpoint characters eyes?
 - c. Is the setting furthering the story by revealing the character’s emotions?

III. Line View

1. Repetition
 - a. Have I used the same word or name several times in this scene?
 - b. Have I repeated the same phrase in this book?
 - c. Has the character thought something, then immediately said the same thing?
2. Sentence structure
 - a. Are the sentence lengths varied?
 - b. Is the sentence structure varied?
 - c. Are there excessive stand-alone lines?
 - d. Have I overused the em-dash or ellipsis?
3. Cliches
 - a. Is there a better way to word a sentence?
 - b. Are the reactions clichéd? Shivers up spines, pulse racing, etc...
4. Strong verbs
 - a. Can I cut the adverbs? Replace with a better verb?
 - b. What about the adjectives? Too many? Non-effective?
5. Can any words be cut and still leave the sentence’s meaning?
6. Find/Replace:
 - a. That
 - b. Just
 - c. Very
 - d. Really
 - e. Seem
 - f. Felt
 - g. Began
 - h. Few
 - i. Thing
 - j. “ly” adverbs
 - k. So
 - l. Then

- m. Even
 - n. Only
 - o. Down
 - p. Up
 - q. Like
 - r. As-if
7. Passive voice
- a. Was
 - b. Were
 - c. Have
 - d. Had
8. Have I been consistent with name spelling?
9. Does the eye color, perfume, hair, etc... change anywhere?

IV. Send to Critique Partners

When comments come back, address issues and revise again.

V. Read Out Loud