

**1. Follow these steps to revise and improve your excerpt:**

- Read it aloud to hear where you can improve it.
- Add to and improve your excerpt by giving us a clear picture of your scene, including:
  - character** (s) - include some **visual** details so we can **see** them
  - character** (s) - include some **interior** details (**feelings, thoughts**)
  - setting** - include **sensory details** of the scene's setting (sights, sounds, feelings)
  - dialogue** - let us hear them speak, but also **show their actions** and **surroundings** as they are talking.
- Make sure your excerpt is carefully proofread and corrected - it should have **no errors**.

**2. Once your excerpt is final-draft quality:**

- In your Excerpt doc, ABOVE your excerpt, add a paragraph to **introduce your excerpt**:
  - Start with the **title and genre** of your novel.
  - Who is your main character? Tell us a little about him/her.
  - What is his/her main situation at the **start of your novel**? What do we need to know about the story to better appreciate your excerpt?
  - What is the situation at the **start of your excerpt**? Set up the scene for us.

**3. Now change the spacing back to 1.15:** control a (select all text); then click line spacing; click 1.15.

**4. Again: proofread carefully and correct,** then turn it in on classroom.google.

**Example of how to introduce a novel excerpt:**

Before She Left is part realistic fiction, part suspenseful mystery novel. The main character, Shannon, is a young college student who has just arrived in New York for her second year at New York University. Her mom and brother are back at their cabin in California, closing it up for the winter, when Shannon winds up in the hospital. Her mom has to leave her brother at the cabin while she flies to New York to help her daughter. This excerpt is from the beginning of the story, when Shannon is reunited with her new best friend, Annie, who she roomed with last year.