

# Writing Process - The Planning Templates

For you to use to suit your own style 😊

## Book Checklist:

Again please feel free to adapt and move this around to suit you, your needs and the genre of your novel:

- ☐ Brief novel ideas.
- ☐ Murder notes and details.
- ☐ Brief plan of the full novel.
- ☐ Notes on any settings.
- ☐ Notes on characters.
- ☐ Clues and links to suspects.
- ☐ Detailed chapter plans.
  
- ☐ Meet the characters pages.
- ☐ Dedications.
- ☐ Draft novel.
- ☐ Acknowledgements.
- ☐ About the author page.
- ☐ Book cover.
- ☐ Book blurb.
  
- ☐ ISBN number.
- ☐ Purchase barcode.
- ☐ Upload details to the publishing company.
- ☐ Book release date video (Optional).
- ☐ Book trailer (Optional).
- ☐ First edit of the book.
- ☐ Second edit of the book.
- ☐ Third and final edit of the book.
- ☐ Upload manuscript and cover and approve!

## **Brief novel ideas:**

Date: *(Date you start the planning process)*

Title: *(Doesn't need to be exact title if you are still working on it. If you need to leave a few lines to test title ideas, go for it!)*

Release Date: *(Doesn't need to be a specific date yet, just a general time e.g. Christmas/year, or month/year).*

Basic Books Ideas/Notes:

*(Write down any ideas for your book here - it doesn't need to be neat or in order)*

## **Murder notes and details:**

Murder one notes: *(All the details you have for this murder)*

Murder one motive: *(All the information of the motive which has caused this murder)*

Murder two notes: *(If this is applicable - if you are having more than one murder - all the details you have for this murder)*

Murder two motive: *(If this is applicable - if you are having more than one murder - all the information of the motive which has caused this murder)*

*Continue this process for the number of murders you are planning to have in the book.*

Murderer: *(Information on the murderer e.g. what specifically caused them to start this murderous plan)*

## **Brief plan of the full novel:**

Remember, this is just a brief plan, you don't have to have all the details worked out at this stage!

Chapter one: *Write down any notes and details you want for each chapter.*

Chapter two: *Write down any notes and details you want for each chapter.*

*Continue this process for each chapter you write.*

*And don't worry, if you want to add more to each chapter afterwards and don't have room, I use post it notes with the new added details over the top of each chapter which I can then add into the full detailed plan when I want it.*

## **Notes on any settings:**

Name of location: *(Can just be what the place is, or can be the name you have created and what the building is)*

Details: *(Here you can include every detail about each location - this is where Pinterest and Google Images comes in handy).*

*Continue this for each location you are planning to include in your novel - it doesn't matter how many or how few you have!*

## Notes on characters:

Name of character ~ Age ~ Details about the characters (*this could be any details, such as hair colour, eye colour, built and height, and elements of their personality*).

Name of character ~ Age ~ Details about the characters (*this could be any details, such as hair colour, eye colour, built and height, and elements of their personality*).

Name of character ~ Age ~ Details about the characters (*this could be any details, such as hair colour, eye colour, built and height, and elements of their personality*).

*Continue this pattern for each character in your novel.*

## Clues and links to suspects:

This will only be relevant to those who are writing in the genre of murder mystery etc.

Name of suspect:

- Reason as to why they are a suspect - any further details on this point.
- Other reason as to why they are a suspect - any further details on this point. (*Only if there is more than one reason*).

I also include any questions the detectives might have about each reasoning in brackets alongside each reason).

*You could also include a separate section about the relationships between the victim (or victims depending on your novel) and the different characters in the novel. This could be whether their relationships were good or bad. I found this helpful to include when interviewing each of the different characters so that I could share with the audience which characters got on well with the victim and which didn't so they could narrow down their suspicions.*

## Detailed chapter plan:

Date of when the chapter is taking place: *(If this changes throughout the chapter then once this section of the novel has been planned you can then continue the plan starting again with the new date)*

Setting: *(Where this part of the novel is taking place. If the setting changes throughout this chapter then make that clear by starting the rest of the chapter plan on the next line if the setting changes - making it clear where this section of the chapter will take place).*

Any notes: *(You can use this space as you choose to. Whether this be a jotting space for your ideas for the novel or if this is a planned out chronological order of how the chapter will flow through bullet points that choice is down to you. But any notes on this specific chapter from your brief plan or ideas that have come to your head over time go here!)*