

Writing a Review Checklist

Does the review state the author's name and work(s)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the review include the date of publication and publishing company?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the review give a clear and powerful statement of the writer's opinion of the work (i.e., a thesis)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the review geared towards a particular audience?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the review summarize the important points of the work? <ul style="list-style-type: none"> • For fiction: consider plot, character, setting and theme • For nonfiction: consider focus and factual information • For poetry: consider style, language, and theme 	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is quoted and/or paraphrased material included to support the points and reactions toward the work?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the review include, if appropriate, background information on the author?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the review include, if appropriate, comparisons and connections with other similar works.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is factual information included? Have facts been checked carefully for accuracy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the review's style establish and communicate the reviewer's voice?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the review incorporate a rating system with a key that explains the ranking?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the review leave the reader with a sense of whether he/she will want to read the work?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the review been carefully proofread? Have all errors in spelling, grammar, and mechanics been corrected?	<input type="checkbox"/> Yes <input type="checkbox"/> No