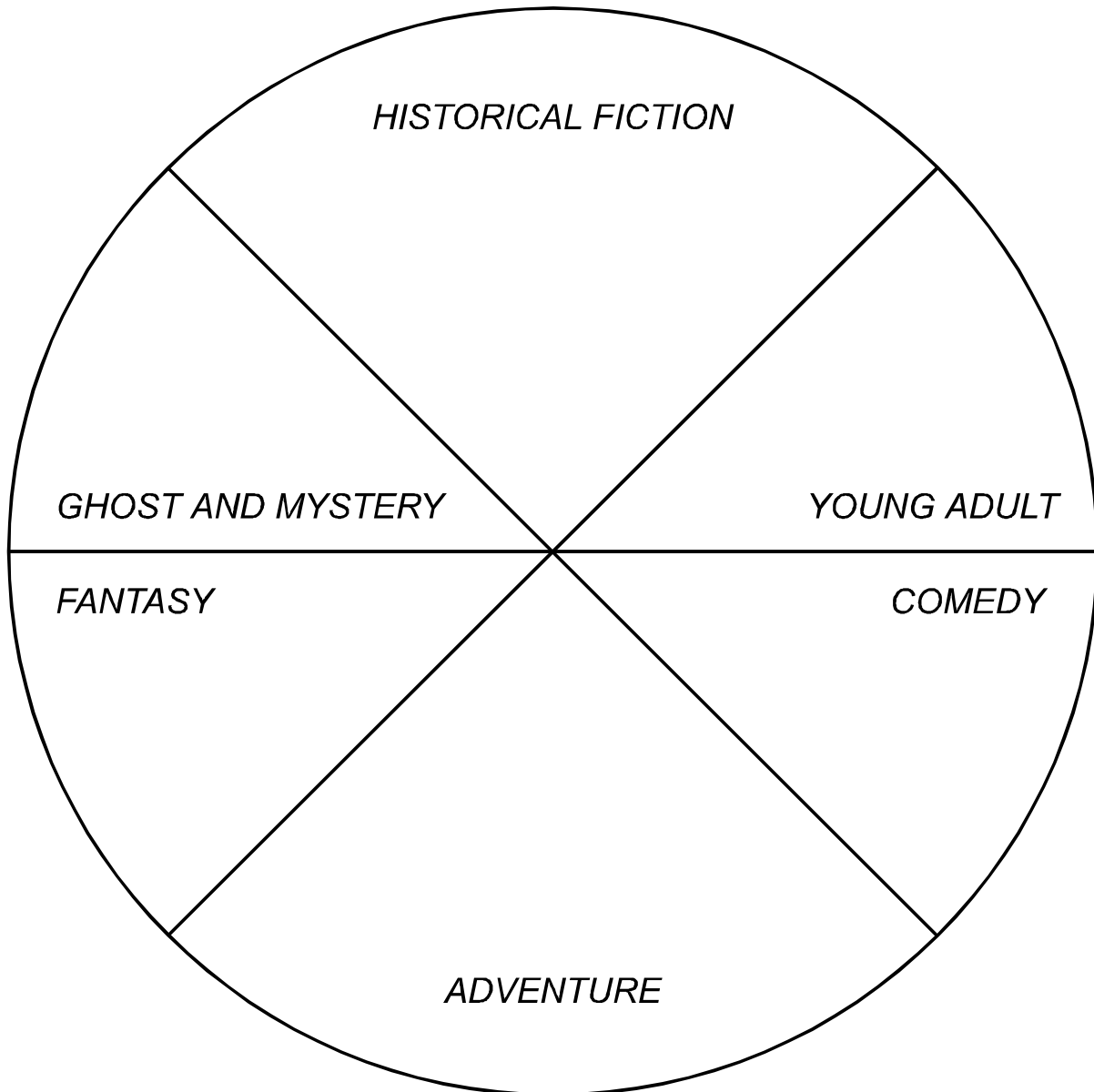


## READING RECORD

Directions: On the Venn diagram below, record your reading of books by Avi within the designated category.

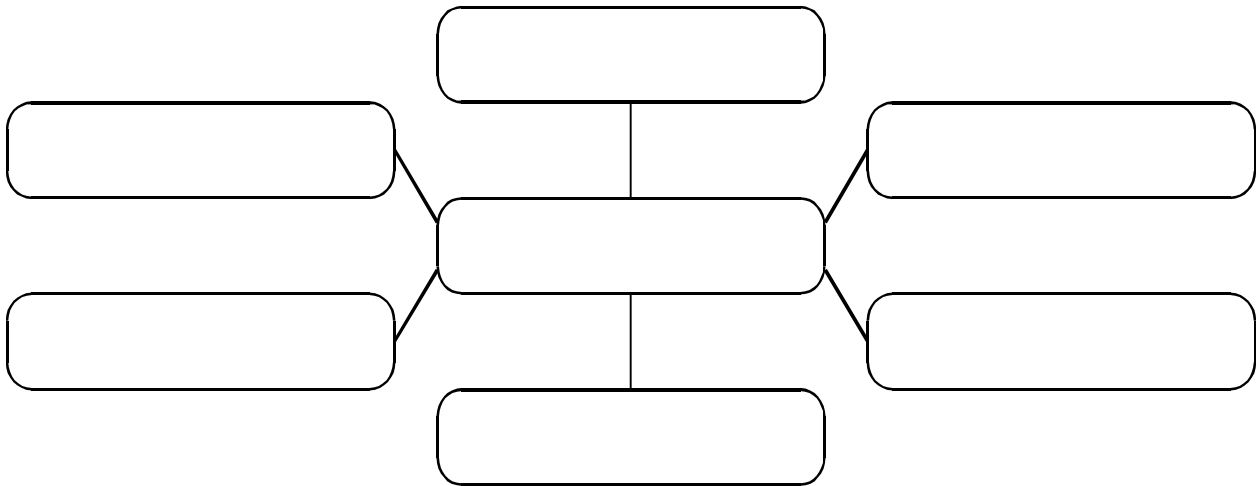


**STEP 1  
PLANNING**

1. Why are you doing this? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Who is the subject of your author study? \_\_\_\_\_

3. Create an organizing web about your author.



4. What are the main categories for your questions about the author?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**STEP 2  
GATHERING INFORMATION**

1. What sources of information will you use?

meet the author kit  
special books about authors  
encyclopedia  
information from author or publisher

blurbs on the author's books  
booklets or pamphlets  
Internet sites

other sources \_\_\_\_\_

Avi's address is: 2205A Grove St.  
Boulder, Colorado  
USA 80302

Avi's Internet site is:  
<http://www.avi-writer.com/>

2. Describe your plan for gathering information.

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**STEP 3  
PROCESSING THE INFORMATION  
(Reading, viewing, listening, recording information, making notes)**

1. How will you record your information?

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**STEP 4**  
**ORGANIZING THE INFORMATION**

1. Read over your notes again carefully.
2. Rewrite your notes, putting them into categories. For example, put all your notes about "childhood" into one group.
3. Use the categories to help you make an outline.

**MY OUTLINE FOR** \_\_\_\_\_

1. Major Heading \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Major Heading \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Major Heading \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Major Heading \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Major Heading \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. Major Heading \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CHECKPOINT #2**

Meet with a teacher when your outline is done.

## **STEP 5 CREATING NEW INFORMATION**

1. Use your outline to write your first draft.

### **REMEMBER:**

Try to open with a strong sentence.

Each new heading in your outline signals a new paragraph.

2. Read your first draft. Make any revisions you can.

### **CHECKPOINT #3**

Have a meeting with your teacher to conference about your rough draft.

3. Write your second draft.  
Make the changes you were shown from the first draft.
4. Read your second draft and make any improvements you notice.  
Someone else may give you suggestions as well.
5. You should be ready for a final draft.

### **REMEMBER:**

This should be your very best work. Be as neat as you can!

## **STEP 6 SHARING THE INFORMATION**

1. How will you share your information?
2. Use this list as a guide to getting ready to share:
  - Read over your final copy.
  - Check for your name.
  - Did you include sources of information?
  - Could you answer questions about this author?
  - Colour your illustrations.
  - Prepare an attractive cover.
  - Is this your best work?