



Write a Book in a Day



**THE KIDS'
CANCER
PROJECT**

Science. Solutions. Survival.

Suggested schedule – 12 hours

8 – 9am	Plan, plan, plan! Read through the parameters, brainstorm ideas. Come up with a plan. <i>Hint: Don't use too many characters and keep the plot simple.</i> Plan where you want illustrations and decide what they will be. Decide on a style, tone and point of view. Brainstorm your characters. <i>Tip: Keep talking, communicating and planning for the full hour.</i>
9 – 10.40am	Plan your chapters. Consider what will be in each one and how they will connect. Decide how you are going to connect your chapters together and where you will use foreshadowing. Allocate words, numbers and the mandatory 'random words' to your writers. Work on your first draft.
10.40 – 11am	Have a break. Sit in a circle, read through and discuss your progress so far.
11 – 1pm	Keep working on your first draft. Ideally this will be finished by lunchtime.
1 – 1.30pm	Relax. Time to take 30 minutes off. Leave your workspace, go for a walk, refresh.
1.30 – 2pm	Print your first draft and bring a pen. Sit in a quiet circle and read through your book. Make notes, annotate, make corrections, changes, edits. Check ideas are connected, that you use foreshadowing, that you build tension, that you have addressed the issues required and have included the parameters. <i>Tip: Remember to be kind to each other. Listen to feedback without taking it personally. You are all a team and are working towards a common goal.</i>
2 – 4pm	Make corrections and edits. Finish off your second draft.
4 – 5pm	Swap your chapter with another writer and edit each other's work. Check for continuity.
5 – 5.30pm	Dinner time!
5.30 – 6.15pm	Finish your final draft. Allocate a team member to create the copyright page, author, contents, etc. Check that you have included everything required.
6.15 – 7.15pm	Get the book all into one document and format it appropriately. Print and bind the hard copy. Compress the digital version of your document and save it as a PDF ready to be uploaded to writeabookinaday.com
7.15 – 8pm	Finalise the binding. Upload your book as a PDF to writeabookinaday.com. If it's not uploading, email it to info@writeabookinaday.com Pat yourselves on the back!