

INSTRUCTIONS—MIDDLE SCHOOL TRADITIONAL BOOK REPORT

The following **page set-up** applies: one inch margins all around; half inch paragraph indentions; double line spacing; 11 or 12 point font size. Set the top margin at .75 and begin the following page heading at that margin setting so the heading will fit just inside the one-inch top margin:

Your first & last name
Date

Book Report
Book Title and author's name

Italicize the book title, limit the report to one page only, and do not use a report cover.

The **first paragraph** describes when and where the story takes place (setting), identifies only the main characters (those involved in the story throughout the entire book), provides a general overview of what the story is about (consisting of only two or three sentences), and identifies the conflict (the main problem or issue that drives the sequence of story events).

The **second paragraph** summarizes the story including all of the following elements: Developing Action (complications/events encountered by the characters as they try to resolve the conflict); Highpoint (the most dramatic/exciting event that determines the outcome of the story); Resolution of the Conflict; and Conclusion (how the story ends).

Stick to the main story line and include only the most important events that move the story along. Omit minor details. Do not include character dialogue (conversation), and avoid using the word pattern *He/She said . . .*. In a book report summary, what a character says is unnecessary detail and should be omitted. It is better to include character actions and feelings related to the main story events. Refer to people by their names, titles, positions, and third person pronouns—*he, him, she, her, it, they, them*. Do not use first person pronouns—*I, me, we, us* or the second person pronoun—*you*.

The **last paragraph** briefly states (in a sentence or two) the theme of the book—its message/lesson about life.

Note: It is required that this report be the student's own work—including sentence composition and typing.