

COMPLETE FORMAT TEMPLATE COLLECTION (FULL, DETAILED TEMPLATES)

1. ELEMENTARY LEVEL TEMPLATE (Fillable)

Formatting Specs

- Font: Arial or Comic Sans, size 12
 - Spacing: 1.5
 - Paragraph length = 2–4 sentences
 - Simple vocabulary encouraged
-

SECTION 1: Book Information

Fillable Fields:

- Title: _____
 - Author: _____
 - Illustrator (optional): _____
 - Number of Pages: _____
 - Genre: _____
-

SECTION 2: Summary (5–7 sentences)

Prompt:

- Who is the story about?
- Where does it take place?
- What is the problem?
- What happens first, next, and last?

Example Sentence Starters:

- “This book is about...”
- “The main problem is...”
- “In the beginning...”
- “At the end...”

SECTION 3: Characters (3–4 sentences)

Prompt:

- Who are the important characters?
- What are they like?

Example Starters:

- “My favorite character is...”
 - “He/She is...”
 - “This character changes when...”
-

SECTION 4: Favorite Part (3–4 sentences)

Prompt:

- What part did you like most? Why?

Example Starters:

- “My favorite part was when...”
 - “I liked this part because...”
-

SECTION 5: Opinion / Recommendation (4–6 sentences)

Prompt:

- Did you like the book?
- Would you recommend it? To who?

Example Starters:

- “I think this book is great because...”
 - “Kids who like ____ would enjoy this book.”
-

CHECKLIST

- I included the book title and author
- My summary explains the beginning, middle, and end

- I wrote about characters
 - I shared my opinion
 - Sentences are complete and clear
-

2. MIDDLE SCHOOL TEMPLATE (Fillable)

Formatting Specs

- Font: Times New Roman 12
 - Double-spaced
 - Paragraphs 5–8 sentences
-

INTRODUCTION (100–150 words)

Prompts:

- Hook for interest
- Title, author, genre
- Basic premise
- Your overall opinion (thesis)

Example Sentence:

- “In *The Giver* by Lois Lowry, the author explores the dangers of a world without emotion through the story of a young boy chosen to receive forbidden memories.”
-

SUMMARY (120–180 words)

Prompts:

- Key characters
- Setting
- Main conflict
- 2–3 major events
- No spoilers unless assigned

Example Starter:

- “The story follows...”

EVALUATION (2–3 paragraphs, 100–150 words each)

Choose at least 3:

- Characters
- Plot/pacing
- Writing style
- Themes
- World-building

Prompts:

- What worked well?
- What didn't? Why?
- Provide examples.

Example Sentence:

- “The characters feel realistic because...”

CONCLUSION (60–100 words)

Prompts:

- Restate main evaluation
- Who should read it?
- Rating (optional)

CHECKLIST

- Clear thesis
 - Summary is not too long
 - At least 3 evaluation points
 - Examples included
 - Strong conclusion
-

3. HIGH SCHOOL TEMPLATE (Fillable)

Formatting Specs

- MLA or APA
 - Double-spaced
 - 5–7 paragraph structure
-

INTRODUCTION (120–180 words)

Include:

- Hook
- Title, author, publication year
- Context/background
- Thesis statement (overall evaluation)

Example Thesis:

- “Through its sharp social commentary and complex protagonist, the novel offers a compelling critique of modern isolation.”
-

SUMMARY (150–200 words)

Guidelines:

- Only essential plot points
 - No excessive detail
 - No spoilers unless required
-

CRITICAL EVALUATION (3–4 paragraphs, 130–180 words each)

Evaluate:

- Literary devices
- Character development
- Themes
- Structure/pacing
- Writing style

- Author's purpose

Example Analytical Sentence:

- “The author uses symbolism to emphasize the protagonist's struggle, particularly through the recurring image of...”
-

COMPARATIVE OPTIONAL SECTION (100–150 words)

Compare to:

- Other works by the author
 - Books in the same genre
 - Historical/literary influences
-

CONCLUSION (100–130 words)

Include:

- Restated thesis
 - Strengths & weaknesses
 - Recommended readers
 - Final assessment
-

CHECKLIST

- Thesis is arguable
 - Evaluation has quoted evidence
 - Ideas organized logically
 - Professional academic tone
-

4. COLLEGE / ACADEMIC TEMPLATE (Fillable)

Formatting Specs

- APA, MLA, or Chicago
- Professional tone
- Structured academic argument

ABSTRACT (Optional, 100–150 words)

A concise overview of your analysis.

INTRODUCTION (150–200 words)

Include:

- Author's background
 - Historical/literary context
 - Purpose of the book
 - Thesis (your analytical argument)
-

SUMMARY (1–2 paragraphs, 150–250 words)

Focus on:

- Central thesis (for nonfiction)
 - Essential plot elements (for fiction)
 - Supporting arguments
-

CRITICAL ANALYSIS (400–700 words)

Assess:

- Author's argument or narrative strategy
- Use of evidence
- Structure and clarity
- Theoretical contributions
- Literary devices (for fiction)
- Strengths and limitations

Example Analytical Sentence:

- “The author's reliance on anecdotal evidence weakens the overall argument by...”
-

COMPARISON TO RELATED LITERATURE (150–250 words)

Include:

- How this work fits into the field
 - What it adds
 - What perspectives it lacks
-

CONCLUSION (120–180 words)

Discuss:

- Overall effectiveness
 - Contribution to scholarship
 - Who would benefit from the book
-

CHECKLIST

- Clear academic thesis
 - Strong analysis
 - Connections to research
 - Proper citation format
-

5. CONSUMER REVIEW TEMPLATE

Formatting Specs

- Casual tone allowed
 - 300–600 words
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QUICK INFO BOX

- Title
- Author
- Genre
- Length

- Rating ★★★★★
-

SHORT SUMMARY (80–120 words)

WHAT I LIKED (bulleted or paragraph)

Possible angles:

- Characters
 - Plot
 - Humor
 - Emotional impact
 - Themes
-

WHAT I DIDN'T LIKE

- Weak pacing
 - Unclear writing
 - Slow middle
 - Confusing structure
-

WHO SHOULD READ IT?

- Fans of ____
 - Age group or niche
-

FINAL VERDICT

- 1–2 sentences summarizing your opinion
-

CHECKLIST

- Clear rating
- Balanced positives/negatives

- Reader-focused recommendation
-

SPECIALIZED TEMPLATES (FULL & DETAILED)

6. FICTION REVIEW TEMPLATE

Sections + Word Counts

- Intro (100–150)
- Summary (120–180)
- Characters (120–150)
- Plot & Pacing (120–150)
- Themes (150–200)
- Writing Style (120–150)
- Conclusion (80–120)

Checklist

- Analysis of themes
 - No plot oversharing
 - Evidence included
-

7. NON-FICTION REVIEW TEMPLATE

Sections

- Intro: author credentials + purpose
- Summary of main argument
- Analysis of evidence
- Organization & clarity
- Strengths & weaknesses
- Contribution to its field
- Final recommendation

Checklist

- Identified thesis
 - Evaluated evidence
 - Discussed credibility
-

8. BIOGRAPHY / MEMOIR REVIEW TEMPLATE

Sections

- Subject overview
- Author's perspective/bias
- Structure & storytelling
- Emotional impact
- Accuracy & research
- Reflection

Checklist

- Discusses bias
 - Evaluates narrative
 - Considers accuracy
-

9. COMPARATIVE REVIEW TEMPLATE (Multiple Books)

Sections

- Introduction of both works
- Shared themes
- Differing perspectives
- Writing styles
- Strengths of each
- Final comparative judgment

Checklist

- Clear comparison structure
- Similarities AND differences

- Concluding evaluation
-

10. ACADEMIC JOURNAL REVIEW TEMPLATE

Sections

- Summary (research question, purpose)
- Methodology
- Findings
- Analysis of quality
- Limitations
- Contribution to the field
- Recommendation for researchers

Checklist

- Clear explanation of methods
- Evaluation of validity
- Academic tone