



Module 2 Exercise – Outline & Planner

1. Brainstorm content ideas for your book outline. Use the method you prefer to record your results – options include pen and paper, Word, and mind mapping software.





2. Using the ideas you generated in your brainstorming activities, create a draft outline of your book with your chapter titles, subtopics, and any key points.

Book Title:	
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Chapter 1 Title:	
Subtopic 1:	Key point 1: Key point 2: Key point 3:
Subtopic 2:	Key point 1: Key point 2: Key point 3:
Subtopic 3:	Key point 1: Key point 2: Key point 3:





Chapter 2 Title:	
Subtopic 1:	Key point 1: Key point 2: Key point 3:
Subtopic 2:	Key point 1: Key point 2: Key point 3:
Subtopic 3:	Key point 1: Key point 2: Key point 3:

Chapter 3 Title:	
Subtopic 1:	Key point 1: Key point 2: Key point 3:
Subtopic 2:	Key point 1: Key point 2: Key point 3:





Subtopic 3:	Key point 1: Key point 2: Key point 3:
Chapter 4 Title:	
Subtopic 1:	Key point 1: Key point 2: Key point 3:
Subtopic 2:	Key point 1: Key point 2: Key point 3:
Subtopic 3:	Key point 1: Key point 2: Key point 3:

Chapter 5 Title:	
Subtopic 1:	Key point 1: Key point 2: Key point 3:





Subtopic 2:	Key point 1: Key point 2: Key point 3:
Subtopic 3:	Key point 1: Key point 2: Key point 3:
Chapter 6 Title:	
Subtopic 1:	Key point 1: Key point 2: Key point 3:
Subtopic 2:	Key point 1: Key point 2: Key point 3:
Subtopic 3:	Key point 1: Key point 2: Key point 3:





3. Create your writing plan with goals and deadlines. Use your book outline as your guide and include a time limit and deadline for completing your book research. And a date for finishing your book.

Task	Notes	Completion Date
Book research		
Chapter 1		
Chapter 2		
Chapter 3		
Chapter 4		
Chapter 5		





Chapter 6		
Proofread/Edit		
Publish		
Other		
Other		
Other		



