

Writing a

Biography

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Writing a Biography

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Step by Step Writing Guide

Step 1: Pick a Person to Write About

A) Think of someone you know, or have heard about. You might even choose someone you find interesting or want to know more about. Use your Hot Topics sheet.

B) After you have decided on your subject, you need to find your facts. Use dictionaries, encyclopedias, online searches, and non-fiction library books. Use your Detail Detective to organize all the facts that you find. Don't forget to keep track of every source that you take information from, use your Citing Sources Guide as you work.

Step 2: Write Your First Draft.

A) Begin to write your paper using your Writing Guide.

B) Begin to brainstorm a good title for your paper. Use your Tool Box if you get stuck.

Step 3: Review & Revise.

A) Read your paper out loud. Are all the events in order? Are any important events missing? Have you presented dates, ages and locations for important events? Fix any problems you find.

B) Is your paper exciting? It should read like a story, not a list of facts. Read your paper out loud to a parent or friend. Ask them the same questions, and fix any areas as needed.

Step 4: Edit, Edit, Edit.

A). Check your paper for any errors. Use your Editing sheet to find any spelling, punctuation, and grammatical errors. Be sure your sentences are complete.

Step 5: Write your Final Draft.

A). Use nice paper, your best handwriting and double check for any errors.



Writing a Biography



Handy writing tools that I can use:



HOOK the Reader

by picking a title that makes your biography sound interesting and fun to read.

- The World's First....
- A Boy with a.....
- A Key, a Kite, and an Idea



GRAB the Reader's attention by using a strong topic sentence that brings your subject to life.

- Have you ever wanted to.....
- What would you do if....
- Can you imagine a time when there were no.....



SUPERCHARGED Sentence

Use clear transitions when telling about your subject. Hammer in those personal details.

- As a child.....
- During his teens....
- Then, in 1945.....
- Before he died....

Paragraph Polish

Finish up your biography with a conclusion sentence that personally connects your reader to your subject.



- Without Anne's invention....
- Today we have....
- If Paul were alive today...

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Writing a Biography

Detail
Detective



A biography contains many details about a person's life. Use these pages to organize all of the facts and details that you find. Don't forget to keep track of your sources.

Facts about my Subject:

Name: _____

Place of Birth: _____

Date of Birth: _____

Mother's Name: _____

Father's Name: _____

Siblings: _____

Other: _____

Childhood Experiences:

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Writing a Biography



It's time to get all of your facts in order!

Title:

Your title should be catchy....not just the name of your subject. Use your Writing Tool Box for ideas.

Opening Paragraph Details:

Opening Hook:

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Grab your reader's attention with an interesting fact or quote about your subject. See examples in your Tool Box.

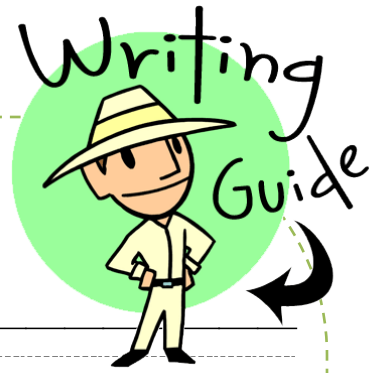
Main Idea:

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Tell the reader who this paper is about and why they are important. Use your Tool Box if you get stuck.



Writing a Biography



Conclusion/Thesis:

Finish your opening paragraph with your thesis statement. Your thesis statement is a sentence that tells your reader what information will be in your next three paragraphs.

Your next three paragraphs are:

Subject's Childhood

Subject's Adulthood

Subject's Accomplishments

Your thesis should give the most important information about those topics. Here is an example:

Sally lived a life that was unusual from the beginning: She traveled to different countries, met many amazing people, and used her own experiences to bring people from different nations together in peace.

Here are some templates you can use if you're stuck.

_____ 's life was full of _____; She _____, _____, and most importantly _____.

Many people would characterize _____ as a _____ because he _____, _____, and even _____.