

BOOK REPORT FORMAT FOR STUDENTS ENTERING 5TH and 6TH GRADE

APPEARANCE

Handwritten: Reports should be written in cursive that is neat and legible. Both the left and right margins should be observed and all paragraphs should be indented. You should skip a line in-between paragraphs and do not write on the bottom line on the page. Use both sides of the paper.

Typed: Typewritten reports should be in black ink using a 12-point font such as Calibri, Ariel, or Times New Roman. The report should be double spaced (no extra spacing between paragraphs) and use only one side of the paper.

COVER PAGE

Each report should have a separate cover page that contains your name, the date (month, year) and the following information:

- Title of Book
- Author
- Genre
- Publisher
- Copyright Year
- A relevant graphic

INTRO PARAGRAPH

The introductory paragraph should focus on the author and include information such as personal background and awards or nominations. Avoid statements such as “This book report is about . . .” or “I am writing about . . .”

SUMMARY

The next one to two paragraphs should be a brief summary of the plot. You should state the book’s title, and then describe the setting, main characters, and basic action of the book. DO NOT reveal the book’s ending.

ANALYSIS

The next three to four paragraphs should be an analysis of the book. Discuss these topics in your analysis:

- Which character did you like the best or least and why do you think that?
- What is the best or worst part of the book and why do you think that?
- What lesson is the author trying to teach?

Remember, each paragraph should focus on only one idea.

CONCLUSION

Your closing paragraph should state whether or not you recommend this book to others. Be sure to explain why you feel the way that you do. The conclusion could also include reviews of the book. For example, you may write “The *New York Times* calls this the year’s best book.” This shows that many other people enjoyed the book, too.