

RESTAURANT REVIEW CHECKLIST

HEADLINE

- Follows guidelines for print headline if it is a print restaurant review
- Follows guidelines for an online story headline if it is being published online

LEAD

- Original and gets the readers' attention
- Appropriate to the restaurant being reviewed
- Evaluation of the writer is clear from first paragraph
- Written in third person and active voice

INTRO TO RESTAURANT & ATMOSPHERE

- Gives a brief introduction to restaurant, with colorful sight and sound description of atmosphere and type
- Might mention the restaurant's reputation
- Gives details of the reviewer's visit(s)

EVALUATION OF RESTAURANT'S VARIOUS ASPECTS

- Contains sufficient and knowledgeable evaluation of many aspects of restaurants to support reviewer's opinion
- Includes detailed description of several dishes, taste, texture, presentation, service, cost (See Restaurant Review Questions)

CRITICISM & FOCUS

- Uses details to support criticisms both good and bad
- Focus of review is clear; everything contributes to overall theme
- Review is organized in a logical way

OTHER DETAILS

- Includes name of the owner or chef
- Includes address, phone number and website
- Includes when was the restaurant founded, opened

WRITING STYLE

- Strong and effective writing with a clear voice and variety of sentence structures/lengths;
- Combines elements of feature and opinion writing;
- Tightly written
- Strong and effective word choice

PARAGRAPH FORMATTING

- Should have "Skinny" paragraphs (1-3 sentences per paragraph)
- Only one space after a period

AP STYLE

- Check commonly missed AP Style format for dates, money, percents and time
- Edited for Oxford commas
- Edited for sports terms and scores (i.e. our school's score in a game is always listed first.
- Identifies all people, including coaches and teachers, by their first and last name on first reference and then last name on subsequent references

GRAMMAR/SPELLING

- Story is well edited and spell checked; NO errors, including the proper spelling of all names
- Punctuation is accurate
- Consistent application of capitalization skills
- Grammar and usage are correct and contribute to clarity and style

ACCURACY/EFFORT

- Details are thorough and factual; there are no errors in content
- Evidence of substantial time; student is working at highest potential

PHOTOS

- Story has a photo or graphic to accompany it
- Photo or graphic follows copyright guidelines. (it is preferred that the photo be a candid, i.e. non-posed photo, that was taken by a student on staff)
- Photo has a caption, which follows caption writing guidelines and gives credit to the photographer

WORD COUNT

- Has a MINIMUM WORD COUNT of 600 words