

Step 1: Analyse structure

'Review' - 'Freestyle' - 'Essay' format

Humanities articles, scientific reviews, letters etc.

Journal Name							
Volume number							
Author format (order of initials / names)						mode	
Title	How many words?						
	Claim? Yes / No						
	Colon? Yes / No						
	Is it a question?						
Epigraph	Yes / No						
Keywords	List 3 key ones						

Abstract	How many sentences?					
----------	---------------------	--	--	--	--	--

Introduction	How many paragraphs in the introduction?					
Body text	How many headings?					
	How many subheadings?					
	How many paragraphs in total?					
	Are they numbered: Yes / No					
	Methodology: stated or implicit?					
Conclusion	How many paragraphs in the closing section?					

References	How many?					
Figures etc	How many?					
Quotes	Format and number?					
Footnotes	How many?					
Endnotes	How many?					

