looking back...

The first step to a successful edit is looking back over your draft as a whole. What are its strengths and weaknesses? What are the major changes that need to happen? What is one element you want to develop or draw out to make the story stronger? Start with the big-picture problems and work your way down to the smaller issues with each edit. Consider things like character development, plot structure, subplots, richness of the setting, theme, and balance of dialogue, description, and exposition.

Things I love about my draft:	
Strengths:	Weaknesses:
Major things that need to change:	
Elements I want to draw out or	develop:

looking forward...

The next thing you want to do is figure out *how* you're going to actually go about editing your novel. Once you know what you want to change (ex: develop subplot), you need to figure out how you're going to make that happen (ex: add an extra scene, hint through dialogue, etc.). Working off of the previous page, take each element you want to improve and list as specifically as possible how you're going to accomplish that change.