# Close Reading and Annotation Analysis Notebook - Write an Original Response

Close Reading and Annotation | Write an Original Response | Asset ID BOOK-18-04-09

**Purpose: This original printable analysis notebook helps readers, book clubs, students, families and independent writers work with close reading and annotation while pursuing one defined outcome: transform reading into independent analysis or creative work. Its method is to record a working idea, test it and qualify the final conclusion. Use the pages as a working record, not as a substitute for the source text, edition details and qualified educational or rights guidance where those are needed.**

## Resource Map

The subject focus is to make selective notes that reveal patterns instead of covering every line. The six working areas below define the scope for this specific resource. Complete only the rows that matter to the present reading session, and date any observation that may change.

| # | Working area | Current evidence | Next check |
|---|---|---|---|
| 1 | First Impression | Known / estimated / not checked | _____ |
| 2 | Key Passage Location | Known / estimated / not checked | _____ |
| 3 | Word Choice | Known / estimated / not checked | _____ |
| 4 | Connection | Known / estimated / not checked | _____ |
| 5 | Question | Known / estimated / not checked | _____ |
| 6 | Later Revision | Known / estimated / not checked | _____ |

### Responsible Original Delivery Starting Brief

- Specify: Which evidence separates key passage location from word choice in this case? Specify the intended user, purpose and boundary.
- Clear: How does connection change the interpretation of question? Clear material, rights, safety and authority concerns.
- Create: What boundary on later revision must be checked before relying on first impression? Create the work independently from traceable evidence.
- Challenge: Which observation links word choice to later revision, and what remains uncertain? Challenge accuracy, accessibility and unintended risk.
- Correct: What alternative explanation could account for both question and key passage location? Correct the evidenced gaps without copying a reference work.
- Edition success means: produce a response that does not imitate the source's wording or style

## Analysis Notebook

This format is designed to develop a claim through patterns, counterevidence and revision. For close reading and annotation, apply the method in a deliberate sequence: record a working idea, test it and qualify the final conclusion. The edition target is write an original response, so each entry should show what was noticed, what was tried and what changed.

| Working step | What to record | Evidence or source | Status |
|---|---|---|---|
| Specify Key Passage Location | Which evidence separates key passage location from word choice in this case? | Use brief / date | Open / checked |
| Clear Word Choice | How does connection change the interpretation of question? | Clearance / date | Open / checked |
| Create Connection | What boundary on later revision must be checked before relying on first impression? | Original output / date | Open / checked |
| Challenge Question | Which observation links word choice to later revision, and what remains uncertain? | Independent review / date | Open / checked |
| Correct Later Revision | What alternative explanation could account for both question and key passage location? | Correction record / date | Open / checked |
| Release First Impression | What next check on first impression would make the record about connection more useful? | Release record / date | Open / checked |

### Completion Standard

- Keep the work tied to close reading and annotation, not to a vague general intention.
- Apply this adjustment: paraphrase, cite minimal necessary evidence and develop a distinct idea
- Is the output original, traceable and suitable for its stated use?
- Expose this outcome risk if it appears: the intended use is vague.
- Use original notes and explanations; quote only when necessary, lawful and properly attributed.
- Ask a reader, educator, librarian, editor or rights adviser to challenge one material assumption where appropriate.
- Close with one decision and one follow-up rather than an unranked list of ideas.

### Working Note

Edition BOOK-18-04-09 pairs analysis notebook with the outcome 'Write an Original Response'. That pairing is the boundary for this workbook: material that does not help that outcome belongs in a separate record.

## Analysis x Responsible Original Delivery Focused Practice Lab

This lab pairs a analysis method with a responsible original delivery outcome lens. Work through the six actions to turn the subject focus - make selective notes that reveal patterns instead of covering every line - into evidence for write an original response. Preserve any gap that prevents a supported conclusion.

| # | Action | Constraint | Record |
|---|---|---|---|
| 1 | Question / Specify connection | Which evidence separates key passage location from word choice in this case? Specify the intended user, purpose and boundary. | Question / Use brief |
| 2 | Measure / Clear question | How does connection change the interpretation of question? Clear material, rights, safety and authority concerns. | Baseline / Clearance |
| 3 | Analyse / Create later revision | What boundary on later revision must be checked before relying on first impression? Create the work independently from traceable evidence. | Pattern / Original output |
| 4 | Contrast / Challenge first impression | Which observation links word choice to later revision, and what remains uncertain? Challenge accuracy, accessibility and unintended risk. | Alternative / Independent review |
| 5 | Stress-test / Correct key passage location | What alternative explanation could account for both question and key passage location? Correct the evidenced gaps without copying a reference work. | Stress test / Correction record |
| 6 | Qualify / Release word choice | What next check on first impression would make the record about connection more useful? Release only with ownership, version and review details. | Decision / Release record |

### Common Failure Modes

- For connection, watch for the question is too broad together with the intended use is vague.
- For question, watch for the baseline is not comparable together with a right or safety concern is ignored.
- For later revision, watch for one result is an outlier together with the work imitates a source.
- For first impression, watch for correlation is mistaken for cause together with review is not independent.
- For key passage location, watch for the alternative fits equally well together with a correction creates new copying.

### Independent Review Question

Format question: Which alternative explanation best challenges the current conclusion? Outcome question: Is the output original, traceable and suitable for its stated use? Ask a reader, educator, librarian, editor or rights adviser where appropriate, then answer before the next reading session: _____

## Reading Session Plan for Write an Original Response

Use one defined reading session to test the outcome rather than attempting every possible task. This edition pairs analysis with responsible original delivery to pursue this objective: transform reading into independent analysis or creative work. Preserve the starting condition and both evidence trails.

| Plan field | Entry |
|---|---|
| Purpose | Write an Original Response |
| Starting condition | _____ |
| Chosen working area | _____ |
| Independent review | paraphrase, cite minimal necessary evidence and develop a distinct idea |
| Evidence to capture | _____ |
| Stop or review condition | _____ |

### Thirty Minute Reading Shape

| Stage | Action | Evidence |
|---|---|---|
| 0-5 min | Which evidence separates key passage location from word choice in this case? Define the exact analytical question. | Question / Use brief |
| 5-10 min | How does connection change the interpretation of question? Capture a comparable baseline. | Baseline / Clearance |
| 10-18 min | What boundary on later revision must be checked before relying on first impression? Examine the strongest pattern. | Pattern / Original output |
| 18-24 min | Which observation links word choice to later revision, and what remains uncertain? Test an alternative explanation. | Alternative / Independent review |
| 24-27 min | What alternative explanation could account for both question and key passage location? Check the result under one changed condition. | Stress test / Correction record |
| 27-30 min | What next check on first impression would make the record about connection more useful? State a bounded conclusion. | Decision / Release record |

### Analysis Pass Log

| Analysis Pass | Condition | Observation | Decision |
|---|---|---|---|
| 1 | Same / changed | _____ | Keep / change / check |
| 2 | Same / changed | _____ | Keep / change / check |
| 3 | Same / changed | _____ | Keep / change / check |
| 4 | Same / changed | _____ | Keep / change / check |
| 5 | Same / changed | _____ | Keep / change / check |

## Analytical Claim Test - Responsible Original Delivery Lens

This comparison tests close reading and annotation against write an original response through two independent questions. Format: Which alternative explanation best challenges the current conclusion? Outcome: Is the output original, traceable and suitable for its stated use? Record material setting differences instead of averaging them away.

| Evidence area | Baseline | Alternative | Interpretation prompt |
|---|---|---|---|
| Question | _____ | _____ | Which evidence separates key passage location from word choice in this case? |
| Later Revision | _____ | _____ | How does connection change the interpretation of question? |
| First Impression | _____ | _____ | What boundary on later revision must be checked before relying on first impression? |
| Key Passage Location | _____ | _____ | Which observation links word choice to later revision, and what remains uncertain? |
| Word Choice | _____ | _____ | What alternative explanation could account for both question and key passage location? |
| Connection | _____ | _____ | What next check on first impression would make the record about connection more useful? |

### Format Decision Test

| Field | Record |
|---|---|
| Review question | Which alternative explanation best challenges the current conclusion? |
| Outcome question | Is the output original, traceable and suitable for its stated use? |
| Acceptance lens | produce a response that does not imitate the source's wording or style |
| Conditions held steady | _____ |
| Evidence supporting the choice | _____ |
| Evidence against the choice | _____ |

### Analysis Confidence Check

- Use brief: what was actually seen, heard, measured or read?
- Format evidence: which record best demonstrates alternatives considered?
- Outcome evidence: which record best demonstrates use briefs completed?
- Challenge: could a correction creates new copying explain the result?
- Subject boundary: what does this comparison leave unresolved about key passage location?

## Analysis x Responsible Original Delivery Scenario Cards

Use these paired scenarios to rehearse judgement for write an original response. Each card joins a analysis failure mode to an outcome-specific risk. State what remains open and which evidence named in the final column should be collected next.

| # | Situation | Review question | Decision |
|---|---|---|---|
| 1 | Key Passage Location: correlation is mistaken for cause. | Which evidence separates key passage location from word choice in this case? | Use brief |
| 2 | Word Choice: the alternative fits equally well. | How does connection change the interpretation of question? | Clearance |
| 3 | Connection: the conclusion overreaches. | What boundary on later revision must be checked before relying on first impression? | Original output |
| 4 | Question: the question is too broad. | Which observation links word choice to later revision, and what remains uncertain? | Independent review |
| 5 | Later Revision: the baseline is not comparable. | What alternative explanation could account for both question and key passage location? | Correction record |
| 6 | First Impression: one result is an outlier. | What next check on first impression would make the record about connection more useful? | Release record |

### Decision Record

| Field | Notes |
|---|---|
| Chosen format scenario | _____ |
| Outcome lens | Is the output original, traceable and suitable for its stated use? |
| Evidence available | _____ |
| Evidence missing | _____ |
| Controlled next step | _____ |
| Person / review date | _____ |

## Eight Analysis and Responsible Original Delivery Evidence Tracker

Track write an original response across eight reading sessions using the analysis method and the responsible original delivery outcome lens. Keep conditions visible and use this review question: Is the output original, traceable and suitable for its stated use?

| # | Focus | Condition | Result | Next action |
|---|---|---|---|---|
| 1 | Later Revision | _____ | _____ | _____ |
| 2 | First Impression | _____ | _____ | _____ |
| 3 | Key Passage Location | _____ | _____ | _____ |
| 4 | Word Choice | _____ | _____ | _____ |
| 5 | Connection | _____ | _____ | _____ |
| 6 | Question | _____ | _____ | _____ |
| 7 | Later Revision | _____ | _____ | _____ |
| 8 | First Impression | _____ | _____ | _____ |

### Analysis Evidence Dashboard

| Measure | Baseline | Current | Evidence location |
|---|---|---|---|
| First Impression: Questions Bounded / Use Briefs Completed | _____ | _____ | _____ |
| Key Passage Location: Baselines Captured / Clearances Recorded | _____ | _____ | _____ |
| Word Choice: Patterns Tested / Original Outputs Created | _____ | _____ | _____ |
| Connection: Alternatives Considered / Independent Reviews Completed | _____ | _____ | _____ |
| Question: Limitations Stated / Gaps Corrected | _____ | _____ | _____ |
| Later Revision: Conclusions Qualified / Versions Released | _____ | _____ | _____ |

### Interpret the Trend

- I created the output independently and kept its evidence trail.
- I recorded the version, reviewer and unresolved limitation before release.
- Keep the method only when the evidence for write an original response improves without hiding a correction creates new copying.
- Which observation links word choice to later revision, and what remains uncertain?
- Use a reader, educator, librarian, editor or rights adviser when the evidence crosses a safety, rights, health or authority boundary.

## Analysis x Responsible Original Delivery Next Step Plan

Finish by turning the paired format and outcome record into one owned action. For this analysis notebook, the intended result was write an original response; the outcome test is: Is the output original, traceable and suitable for its stated use? The close-out standard remains: produce a response that does not imitate the source's wording or style.

| Close-out field | Record |
| --- | --- |
| Most useful evidence | _____ |
| Important limitation | _____ |
| Decision | Keep / adapt / pause / seek review |
| Next action | _____ |
| Owner and date | _____ |
| Evidence location | _____ |

### Completion Review

- Subject check: Which evidence separates key passage location from word choice in this case?
- Subject check: How does connection change the interpretation of question?
- Format check: I tested at least one credible alternative explanation.
- Outcome check: I created the output independently and kept its evidence trail.
- I used only brief necessary quotations and attributed them appropriately.
- I kept summary, interpretation and the source author's expression clearly separate.

### Originality and Responsible Use

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