I have set the scene in the **present** tense	**Say where the characters are and what they are doing.** **Examples:** A young, exhausted girl scrutinises the entrance to a cave, tentatively she enters. Moving towards the light, voices echo. Deep in a cave in Cornwall, Cherry, who almost drowned is eavesdropping on a conversation between two men. Filled with exhaustion, Cherry cautiously edges further into a cave, where she overhears a conversation between two men. Two men are deep in conversation, when Cherry approaches them in desperation.
Have the name in the margin followed by a colon Use a new line for each person speaking	Man: Look at this tea! (Staring intently.) Would you believe it is cold again! It is always cold. I never seem to have anything but cold tea to drink. (Sighing deeply.) Son: (With a slight smile forming at the corner of his mouth.) Oh father, you and your tea, can't you talk about something else. Every day you moan about it, poor mother has enough to do without your complaining. (Bemused.) Man: Happen you're right lad...happen you're right. Though what else would we do without being able to have a good moan at each other. Cherry: (Tentatively moving out of the shadows so she can be seen.) Excuse me, please could you help me? I'm sorry to trouble you but I am lost and desperately need to see my family again. I was cut off by the tide you see and had to climb the cliff face. (Her voice cracking under the weight of the enormity of the recent events.)

Use interjection and also interrupt to make the conversation seem more natural.	Oh! I see! Come now! But! …listen to me!
Have stage directions in brackets in the **present** tense. You still need **capital letters** and **punctuation within** the brackets.	(Crouching down in the dust.) (Moving out of the shadows.) (Taking a deep breath.) (Staring in bewilderment.)
Don't use said, spoke, shouted etc. **Don't** use inverted commas	We know who is speaking because the name is in the margin. You **don't** use inverted commas in a script.
Really consider the language the characters would actually use	