

# THE ULTIMATE CHARACTER BUILDING *Worksheet*

98 QUESTIONS, 10 CATEGORIES AND 1  
EXTRAS SECTION TO HELP YOU BUILD  
YOUR ULTIMATE CHARACTER!  
*FROM LOOKS, TO PERSONALITY, TO  
RELATIONSHIPS.*



*Written by*

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Good writing doesn't  
just happen;  
it's crafted,  
with purpose.



## INTRODUCTION

Creating compelling characters is the heart of every great story. Whether you're crafting a hero, a villain, or an intriguing sidekick, understanding their motivations, backstory, and personality is essential to bringing them to life on the page.

**The Ultimate Character-Building Worksheet is your guide to constructing characters that feel authentic and multidimensional. By planning their traits, history, and goals, you'll gain the tools to ensure consistency, depth, and emotional resonance in your storytelling.**

A well-developed character drives the plot, engages readers, and leaves a lasting impact. Dive in and start shaping the characters who will transform your story into an unforgettable journey!

I hope you find this as useful as I do when I am writing  
my own characters. ❤️

# BEFORE YOU START!

When we are writing a story it can be hard to keep track of the characters that come up throughout the storyline. As an editor I have seen many plot holes in characters and I always advise those who plan on having more than 5 characters in their book to write out an extensive list of who their character is, what they look like, what their traits are and what relationships they have with others. This is crucial to keep track of when writing, there's nothing more embarrassing then a character suddenly having a different hair color or one less parent than at the start of the story!

*Here's a little advice, from one writer to another*

## **Don't Fill it All Out at Once**

This process is not linear and I advise you to use what resonates with you at any given time in your own process. Use sections as they become relevant to your story and don't force it.

## **Make Them Real**

You want your readers to connect with the characters! Think about your character as if they're a real person with contradictions, emotions, and growth and build on that.

## **Revisit as Your Story Progresses**

This worksheet is here to help you, in the way you need. The best place to start is just to go for it and you can update this worksheet as your character develops through your plot. Try not to overthink it as that can become too overwhelming.

# THE BASICS

Let's start with the basics of who your character is. This can help you stay on track when developing your character in an appropriate manner and in a way that resonates with the readers. The basics are important so don't skip them!

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Write out a few key words that encapsulates who your character is and what they are like. Use these as a reference when you fill out the rest!



Now for the basic information...

Name

Nickname

Gender

Age

Birthday

Place of birth

Residence

# PHYSICAL DESCRIPTION

Describe what your character looks like and their special features. This is a crucial part of building our character as it gives us an opportunity to imagine them. This also ties in with how other characters interact with each other and can help you remember what colour hair each character has so they won't get mixed together (a common mistake!).

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Hair color

Hair style

Eye colour

Skin tone

Body type

## Distinguishable features

What makes your character stand out from the rest?

Any birthmarks? Tattoos maybe? What do they sound like?

Special features

Think scars, birthmarks,  
tattoos, etc.

Clothing Style:

Think casual wear, formal  
wear, favourite outfit, etc.

Voice

Think tone of voice, pitch,  
accent, etc.

# PERSONALITY

Now lets give your character some personality! What are they like, are they introverts who like to keep to them selves? Are they funny? Feisty? Maybe they are mean bullies? Get into as much detail as you can so you can get the bigger picture of who your character truly is!

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Describe your character  
in 5 words:

Personality traits

List three positives:

List three negatives:

## Optional information to add

Write freely on who your character is. Here are some ideas that can help you customise your character. Are they an introvert, extrovert or an ambivert? Hobbies? Fears and phobias? Beliefs or superstitions? Any quirks, unique behaviours or habits?

# BACKSTORY

Not every character has a mind blowing, complex and deep backstory. If this resonates with you in your writing it can definitely be useful to have these things thought out. You don't have to go into deep details either, some are good to have on surface level to begin with and they can always evolve and change over the course of your writing.

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Parents/Guardians

Siblings

Other significant  
relationships

Significant life events (Happy or traumatic)

Education

What shaped their worldview the most

Occupation

# BACKSTORY

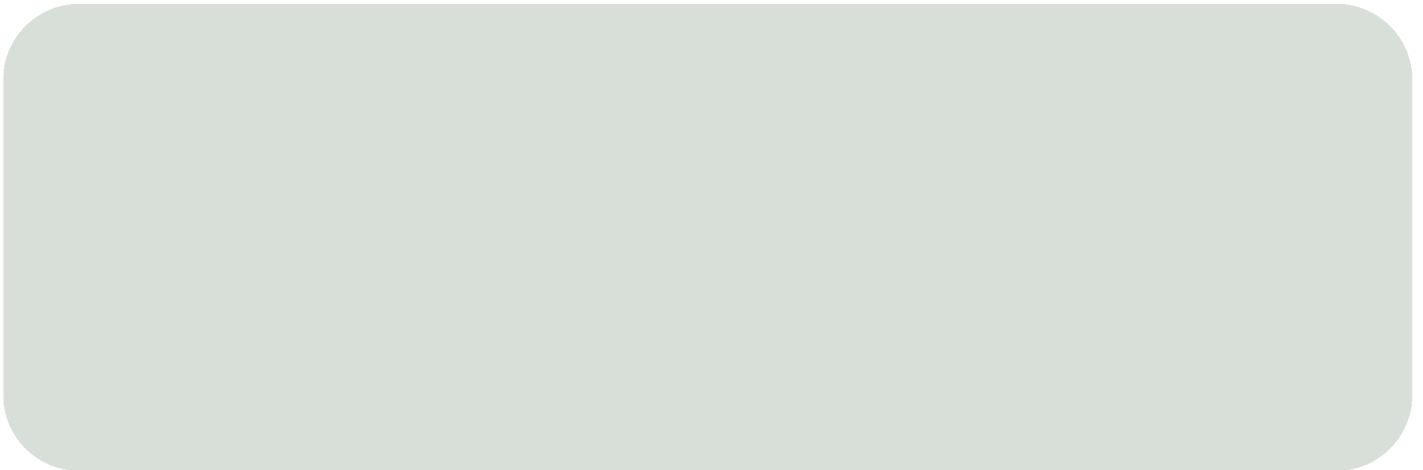
## OPTIONAL INFORMATION TO ADD

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What was their childhood like?



Friendships (early ones, new ones, broken ones)



Romantic relationships (first love, current love, one who got away)



# RELATIONSHIPS

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Best friend

Rival

Romantic  
interest

Role model

## Other relationships

Who are the most important people in their life?

### Family relationships

How do they get along  
with their family members?

### Work & community relationships

How do they get along  
with others?

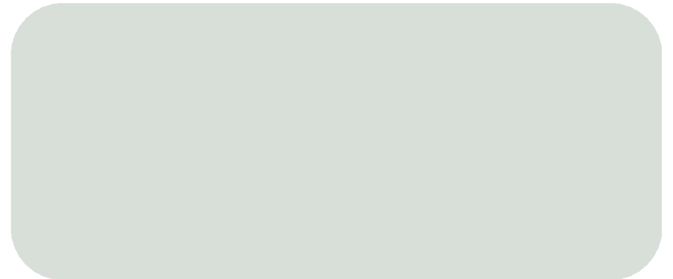
# GOALS, MOTIVATIONS & FLAWS

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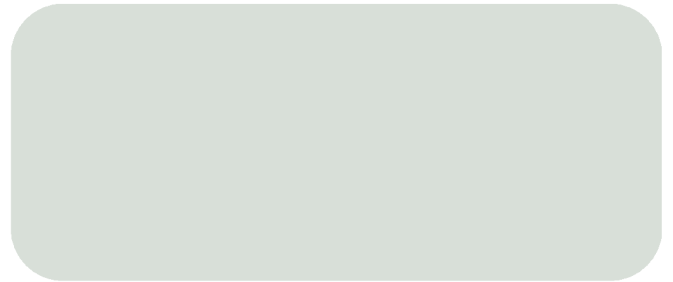
What does your character want most?



Short term goal



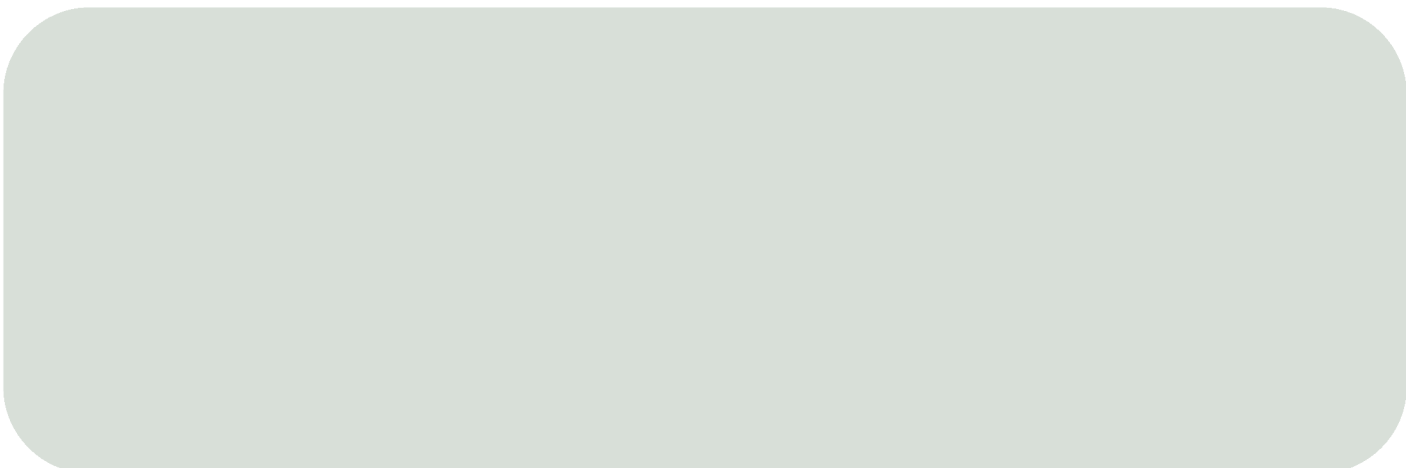
Long term goal



What is stopping them from achieving their goals?



Do they have a plan to achieve their goals? What is it?



# GOALS, MOTIVATIONS & FLAWS

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What are they afraid to lose?

How do they react to failure?

What are their biggest strengths?

What is their biggest weakness or their fatal flaw?

# THE EXTERNAL WORLD

Think about the world your character lives in. What do they do everyday, who do they interact with and where do they live?

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Their job vs.  
their dream job

How do they feel  
about their job

Their financial  
situation?

Describe their home. Is it an  
apartment, house, loft? Think  
about the interior as well.

What is their daily routine like?  
Think before work, after work or  
do they not have one?

Does your character  
treasure or possess any  
important objects? Do they  
belong to any groups or  
organisations?

# THE INNER WORLD

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What are their  
core beliefs and  
values?

What do they  
believe in?  
Fate? Free will?

How do they view  
themselves?

## Optional information to add

(you can also fill this out later on in your writing if you like!)

What secret(s) do  
they have and  
keep from others?

What is their  
greatest fear?

What are their  
biggest dreams or  
fantasies?

How do they cope  
with big life  
events? Tragedies  
and fortunes.

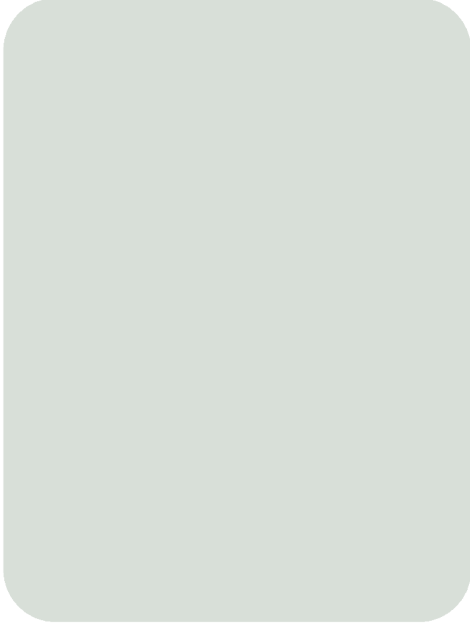
# CHARACTER ARC

Think about your plot before you fill this section out, you can always revisit and revise as needed.

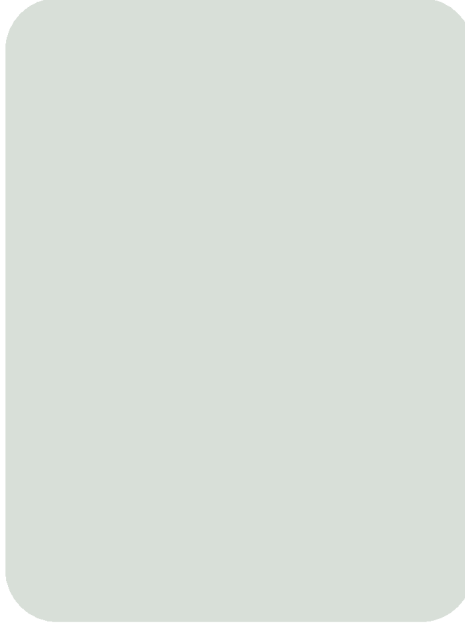
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**Where does the character start at the beginning of the story?**

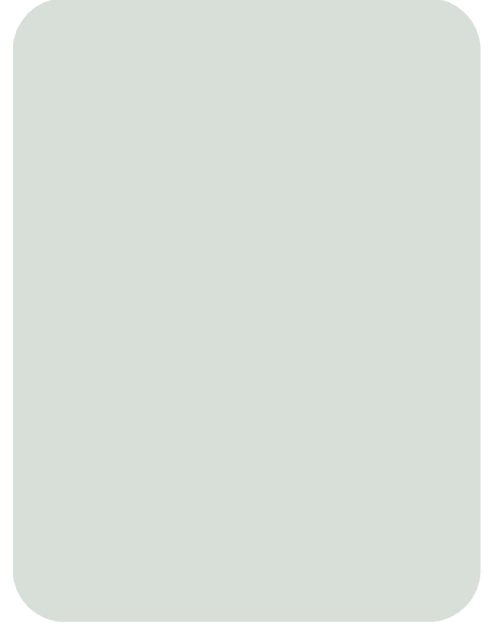
Emotionally



Physically



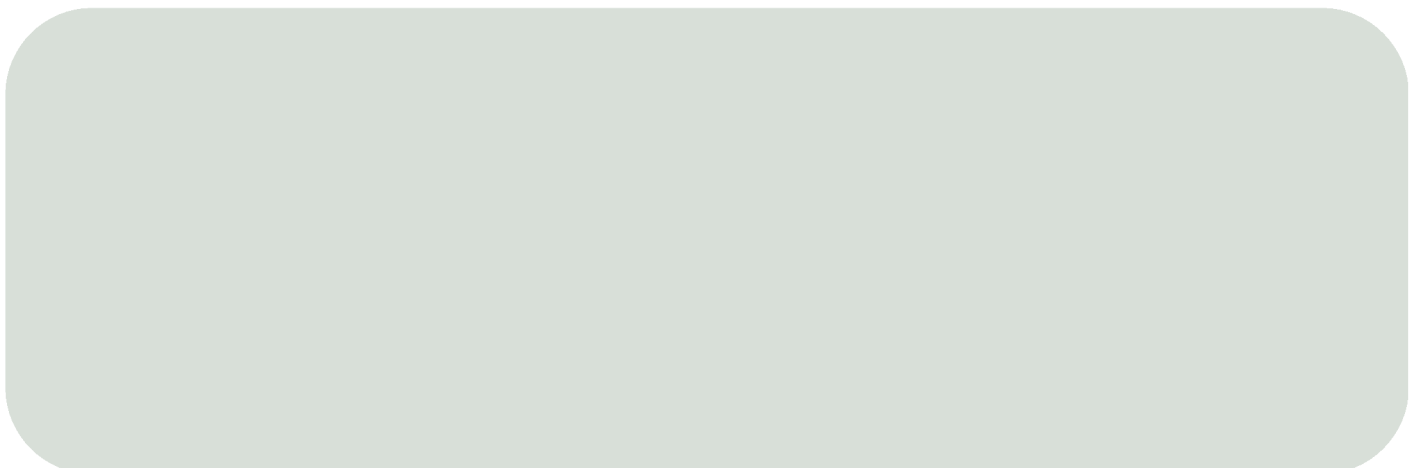
Socially



Revisit what their goal throughout the story was.



Do they reach their goal? Why or why not?



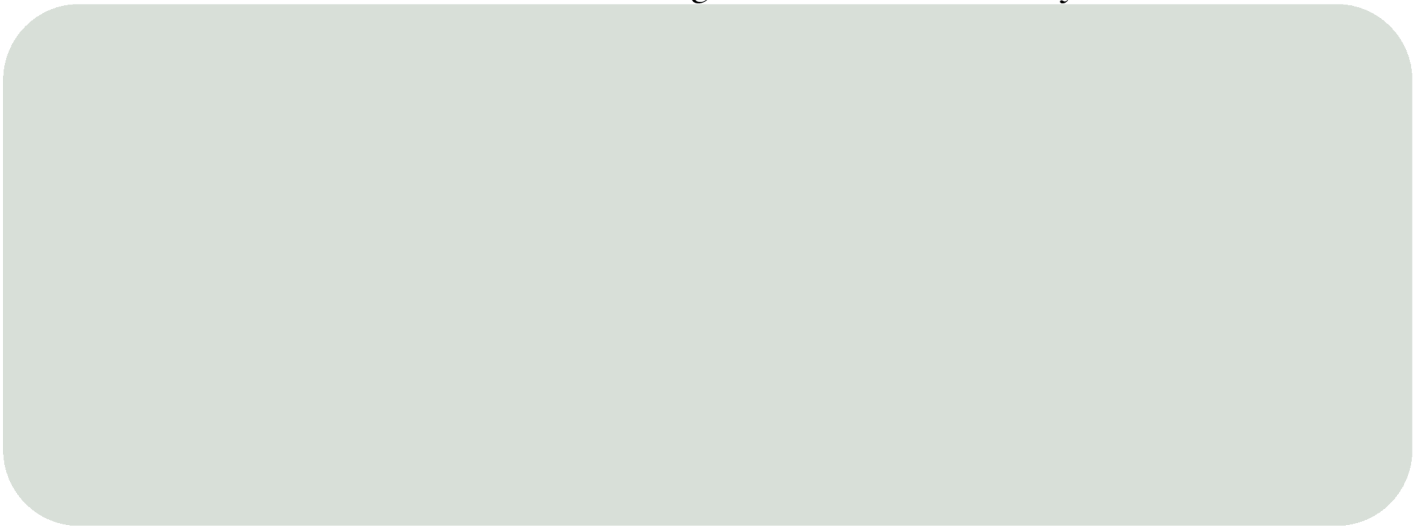
# CHARACTER ARC

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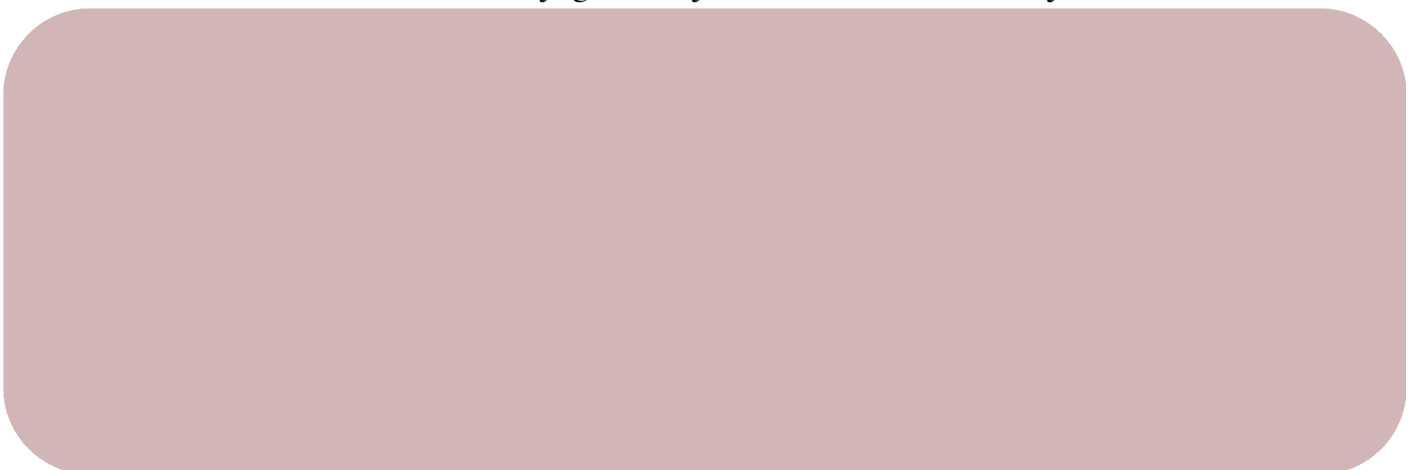
What does your character learn to overcome?



What is their defining moment in the story?



How do they grow by the end of the story?



# NEED SOMETHING MORE?

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Here are a few extras you can use to get a better feeling of what kind of person your character is. These don't have to be included in your story unless you want to and find that they go well with the storyline. These extra character traits could be a good way for you to mold your character and deepen your own bond with them that could help you in your writing.



Here are some fun extras you can include to get to know your character on a deeper level.

What's their favorite:

- Food:
- Drink:
- Song:
- Movie
- Book:
- Season:
- Holiday:
- Animal:

What's their guilty pleasure?

Do they have any bad habits (e.g., nail-biting, procrastinating)?

What's one random fact about them?

What's their sense of humor like?

Do they believe in any conspiracy theories?

## & BEFORE YOU GO

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Congratulations on completing this character-building journey! By diving deep into your characters' backstories, motivations, and unique traits, you've set the stage for crafting authentic, memorable personas that will captivate your readers. Remember, great characters aren't just created—they're discovered, nurtured, and refined as your story unfolds.

**As you move forward, keep these in mind:**

*Let Your Characters Surprise You:*

Characters often take on lives of their own as you write. Don't shy away from unexpected developments—they can breathe fresh life into your story.

*Test Their Limits:*

Place your characters in challenging situations to reveal their true essence.

Adversity showcases their growth and resilience.

*Less Can Be More:*

Not every detail needs to make it to the page. The depth you've created is the iceberg beneath the surface, adding richness without overwhelming the reader.

*Stay Curious:*

Always ask “why” about your characters' choices, desires, and fears. Curiosity will deepen their complexity.

Above all, remember that characters are the heart of your story. They're the bridge between you and your readers, sparking empathy, connection, and imagination. Keep exploring, experimenting, and trusting your creative instincts—you're well on your way to building a world full of unforgettable characters.

**Good luck on your writing journey!**