

Your Steps to a Published Book

1 Submit your manuscript in its completed and edited version as directed by the **Submitting your Manuscript** form in the coaching portal.

2 Your Publishing Coach will review and edit and suggest changes or edits for you to approve or reject based on grammar or flow issues.

Meanwhile work on:

- Getting endorsements
- Purchasing your ISBNs
- Setting up a blog or website and blog consistently
- Writing your back cover copy

(You will get information from me on what to do)

3 Receive your edited manuscript from your coach, review and accept or reject changes. Then return it to your publishing coach for an additional review.

4 Once edits are incorporated, your coach will review the manuscript again and we will repeat the editing/review process one or two more times as needed. Once the manuscript is complete and in its final version, you will sign a release for layout.

5 Once manuscript is approved for layout your Publishing Coach will complete a layout for the first 6-10 pages based on the layout ideas we have discussed. You will approve the design elements or suggest changes as needed.

Meanwhile you should:

- Set up social media
- Begin networking/creating relationships
- Continue with your blogging

(You will get information from me on what to do)

6 When the layout has been approved, you will sign off on it and I will finish the layout of the book.

We will also work on the cover at this time.

Meanwhile you should:

- Create your marketing plan
- Build a press kit
- Begin creating buzz for your book
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(You will get information from me on what to do)

7 When the layout is complete, you will review for typos or issues. You will also review the eBook layout and give final approval on the cover. Once you are satisfied with the book, you will sign off on it.

8 Once the layout, cover and eBooks are in their final form, we will begin distribution through the outlets we have discussed.