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## CRAFTING A GOOD BOOK PROPOSAL

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# Checklist



- Start with an overview that includes both a one-sentence and a full-page description of your project.
- Include an author biography between 200-250 words and recent photo of yourself.
- List a comparative analysis of your book idea to popular books on the market, including a couple paragraphs about your specific target audience.
- Secure endorsements from well-known experts or authors who will support your project.
- List format and deliverables: Working Title, Genre/Category, Word Count, Potential Auxiliary Product(s) Manuscript Status, and Delivery Timeline
- Chapter Summaries: provide a one-paragraph synopsis for each chapter you want to include in your book.
- Manuscript Excerpt: Include the first chapter and up to three full chapters of your manuscript.
- Keep your document between 30-50 pages and create a cover letter to include with your queries.





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## SELF-PUBLISHING LIKE A PRO

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# Checklist



- Start by notifying your network. "I have a book coming out!"
- Hire a professional editor.
- Hire a professional book cover artist.
- Make sure your work is protected by registering with the national copyright office.
- Record and upload your audiobook to major online platforms.
- Use all available platforms to ensure your work is available worldwide
- Work with independent bookstores to host presale and post-launch signings
- Create a launch event that stands out!





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## WHAT TO LOOK FOR IN A HYBRID PUBLISHER

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# Checklist



- Has experience and reputable published works
- Has a considerable online presence and network
- Has a vetting process and mission statement
- Offers online learning to access at your leisure
- Offers editorial support
- Offers one-on-one support
- Offers project management support and/or group support

All services listed will not likely be included in every package, but a vetting process and editorial support for a well-polished product is paramount when choosing a hybrid publishing partner!

