



Steps to Writing and Publishing Your Memoir

Every story, like every person, is different. These are general guidelines.

1. Know what you want to accomplish.

If we don't have an end destination, we can't map out a route to get there. What is the purpose for writing your book? Who are you writing it for? (Download [MARKETING PLAN TEMPLATE](#))

2. Find your voice.

A ghostwriter's job is to capture the individual tone and 'voice' (i.e. your unique style, attitude, and character) identifiable to the author. So, once we begin the project, there will be a series of phone or in-person interviews (depending on your location.) We want to get to know you because after all, your name will be on the cover.

3. Gather enough information to fill your book.

Send any helpful information to your ghostwriter. Have you already written a few potential chapters of your book? Do you have important emails or journal entries to share? Is there a live meeting or event that you would like your ghostwriter to attend? (Yes, we are willing to write articles and journalistic stories.) Your ghostwriter may ask for several audio recordings of stories or information that you would like included in your memoir.

4. Collaborate to write the first draft.

This is the longest step—getting the right words on the page. And for some, this may be the most difficult step—struggling through a long-term creative partnership. During this 1 to 3-month process, your ghostwriter is like a liaison to the creative side of your brain. Be prepared for a lot of questions. What is your oldest brother's name? How did this experience make you feel? Can you describe the sounds, sights, and smells of this event? We want to make sure your voice is heard and your story is told correctly.

5. Read and revise your draft.

Finally, you have an opportunity to read a full draft! But it's also time to answer even more questions. Did we correctly describe your point of view? Was this a factual account? Is this sentence something that you would say? Thankfully, there is no limit to the number of edits or drafts. Remember, our ghostwriters ultimately have creative say over the project (see [CONTRACT OVERVIEW](#)), but the facts are yours. Do you feel like your book is accurate and ready to be published?

6. Send the book to the editor.

Once your collaborative writing project is finished, we send the book to an expert copy-editor. Copy editors not only proofread for spelling, grammar, and punctuation errors, they review the full material. Are the facts accurate? Are there inconsistencies or repetition or inconsistencies or repetition...?

7. Bring in the artistic team.

Our artists create original artwork for every book cover and interior. Then, our graphic designers complete the layout, typography, etc. while we gather any additional photographs or visual information you would like included with your book. Once we receive the final, edited draft of your book, our typesetter formats a beautiful presentation of text. Keep in mind, each artist takes approximately 7-20 days to complete their portion of the project.

8. Publish and sell.

This is it... the end. We've enjoyed our time together, but it's time to let your book free into the world. After finalizing the ISBN, copyrights, sales pricing, and a few other bureaucratic details, we send the final, typeset book and cover to the printer best suited to your needs. You're ready to purchase and market your book!

Still have questions? Email admin@romansnail.com for more information.