



LIMITLESS

Self-Publishing Steps

1. Create account on www.createspace.com.
2. An ISBN number will be provided by createspace for free.
3. Decide on a template layout for the book, they have 5x8 up to 8x10. Use the formatted template to write your book. The template will have garbage text in it that can be replaced. You will need to edit the header on different pages to make sure they don't print on blank pages.
4. Once you finish the book, have it edited. One source to use is <http://scribendi.com/>.
5. Once you have it edited, go back and reread the book to make sure nothing major changed in the book. You can copyright the book once it's edited or you can wait until the book is complete with cover. You will need to upload the book to https://eco.copyright.gov/eService_enu/ or mail it (this is the Library of Congress).
6. While the book is being edited, log onto IRS.gov and obtain an EIN number for taxes. You can't use amazon to sell books without it.
7. Find on your state's website and submit for a business license and apply for business name.
8. Contact a Graphic Designer that specialize in Book Covers and create the front, back, and spine for the book cover. You will need the .psd because adjustments will need to be made for the book to be printed. The file will need to be converted to pdf also. They also can create it for you as well. It may be cheaper to have someone else create the cover.
9. You will need a barcode generator to generate the barcode for the ISBN number. There is a link on createspace that will take you to a generator but you have to search for it. This needs to be on the bottom corner close to spine of book on the back.
10. Also, add the price on the book as well. Rule of thumb is 8 times the cost to print the book should be your price. You will only make about 40% profit on the book with createspace. If 8 seems costly, multiply 6 instead to determine if the price is better.
11. Upload all files to createspace. They have a virtual viewer and you can view the book just like its in your hand.
12. If you don't have any changes, approve the book. If there are changes, make the changes before you approve the book.
13. Next, you will need all the tax information, EIN number, Business Name and bank routing number and account number if you are using direct deposit.
14. Consider setting up paypal to accept card credit on your phone. Once you setup your account with paypal, download the app to your iphone. Make sure you go through the setup process. They will send you the card reader after this is complete. You will be able to accept payments for your book over the phone.
15. For book signing, make sure you have flyers, business cards, a big poster, bookmarks, plenty of pens to sign books, table clothe, 11x17 blow up of book cover for the table.
16. You will need to find ways to market your book. Try vending events, facebook, book launch, developing a website, YouTube commercials, etc. Be very careful with vending events, make sure you do your research on the event and the person hosting the event, there are scam artist you there that will setup an event, take your money, cancel the event and you'll never hear from them again.

#YOUARELIMITLESS

