

SELF-PUBLISHING CHECKLIST

TASK		LINKS/NOTES
<input type="checkbox"/>	Manuscript Written	
<input type="checkbox"/>	Manuscript Edited	
<input type="checkbox"/>	Do I form a Publishing Company (i.e., a Corporation, LLC)? (Y/N)	
<input type="checkbox"/>	Obtain an ISBN Number	http://www.bowker.com/index.php/component/content/article/8/85
<input type="checkbox"/>	Do I Need a Copyright Number? (Y/N)	http://www.copyright.gov/
<input type="checkbox"/>	Do I Need a Library of Congress Number? (Y/N)	
EBOOK PUBLISHING		
<input type="checkbox"/>	SMASHWORDS http://www.smashwords.com	
<input type="checkbox"/>	-- Format MS for eBook according to Style Guide	
<input type="checkbox"/>	-- Create Smashwords Account	
<input type="checkbox"/>	-- Create Author Page	
<input type="checkbox"/>	-- Upload Book	
<input type="checkbox"/>	- Synopsis (400 characters or less including spaces)	
<input type="checkbox"/>	- Price	
<input type="checkbox"/>	- Decide Categories (i.e., Fiction, Mystery, Thriller)	
<input type="checkbox"/>	- Tags	
<input type="checkbox"/>	- Choose eBook Formats	
<input type="checkbox"/>	ePub	
<input type="checkbox"/>	Sony Reader*	
<input type="checkbox"/>	Kindle (.mobi)	
<input type="checkbox"/>	Palm Doc (PDB)	
<input type="checkbox"/>	PDF	
<input type="checkbox"/>	RFT	
<input type="checkbox"/>	Plain Text	
<input type="checkbox"/>	iPad*	
<input type="checkbox"/>	-- Add ISBN	
<input type="checkbox"/>	Note: iPad & Sony Require ISBN Number	
<input type="checkbox"/>	-- Upload Cover (jpg, gif or png at least 600 px tall <20MB)	
<input type="checkbox"/>	-- Upload File (Max size 5 MB)	
<input type="checkbox"/>	Submit Financial Information for Royalty Payments	
<input type="checkbox"/>	Apply for Premium Catalogue	
<input type="checkbox"/>	Smashwords Published	
<input type="checkbox"/>		

TASK		LINKS/NOTES
AMAZON KINDLE http://dtp.amazon.com		
<input type="checkbox"/>	Format MS for eBook according to Amazon requirements	
<input type="checkbox"/>	-- Create dtp.amazon.com account (can be same as Amazon account info.)	
<input type="checkbox"/>	-- Description (4,000 characters or less including spaces)	
<input type="checkbox"/>	-- Decide Categories (i.e., Fiction, Mystery, Thriller)	
<input type="checkbox"/>	-- Add ISBN (not required by good idea)	
<input type="checkbox"/>	-- Upload Cover (tiff or jpg 1280 px on longest side 2560 or > OK)	
<input type="checkbox"/>	-- Upload Interior File. Recommend Word 97-2004	
<input type="checkbox"/>	Submit Financial Information for Royalty Payments (Amazon won't allow you to publish without it.)	
<input type="checkbox"/>	-- Book Published	
PAPERBACK BOOK ONLY		
<input type="checkbox"/>	CREATESPACE http://www.createsapce.com	
<input type="checkbox"/>	Format MS for Paperback according to CS requirements	
<input type="checkbox"/>	Create Full Cover	
<input type="checkbox"/>	Create Cover Thumbnail	
<input type="checkbox"/>	-- Create CreateSpace Account (Pro Account is Recommended)	
<input type="checkbox"/>	-- Add new Title	
<input type="checkbox"/>	-- Description (2,000 characters or less including spaces)	
<input type="checkbox"/>	-- Assign ISBN	
<input type="checkbox"/>	-- BISAC Categories (i.e., Fiction, General, Suspense & Thriller)	
<input type="checkbox"/>	-- Choose Reading Level	
<input type="checkbox"/>	-- Keywords (Tags)	
<input type="checkbox"/>	-- Upload Book Cover	
<input type="checkbox"/>	-- Upload Book Interior	
<input type="checkbox"/>	-- Decide on Sales Channel Management	
<input type="checkbox"/>	-- Submit Financial Information for Royalty Payments	
<input type="checkbox"/>	-- Files Accepted	
<input type="checkbox"/>	-- Proof Ordered	
<input type="checkbox"/>	-- Proof Accepted	
<input type="checkbox"/>	-- Book Published	
PAPERBACK BOOK AND HARDCOVER BOOK		
<input type="checkbox"/>	LIGHTNING SOURCE INC. http://www.lightningsource.com	
<input type="checkbox"/>	Create Lightning Source Account (New Client)	
<input type="checkbox"/>	Please refer to the Lightning Source Page within this site.	