

8 steps to **FINISHING YOUR BOOK**

1

CLARIFY THE VISION

What vision do you have for the physical book? What will its size, shape, color, page count, and font be? Visit a bookstore and look at existing books for ideas.

2

CREATE THE MANUSCRIPT DOC

Create a Word or Google doc and import every poem, story, or essay you have. This includes ideas, outlines, unedited, and, of course, edited work.

3

ENROLL IN A WRITING WORKSHOP

Find a creative writing class with a workshop component. Here, you will find prompts, people to read and critique your work, and a community of poets who will keep you accountable to your craft.

4

READ & WRITE EVERY DAY

Find a comfortable place to read and write on a daily basis. Write at the same time every day. This trains your body and mind to produce work consistently. Read books in the same genre as the one you are writing.

5

KNOW YOUR PAGE COUNT

Count your current pages and then subtract that number from your book's total page count. Divide that number by the number of weeks you have to complete your manuscript. This is your weekly goal. Add this to your manuscript and commit to it.

6

USE CLI'S SUCCESS SERVICES

Accountability Partners: Find an accountability partner in your class and set a time to check in that with person daily. Set an alarm so you don't forget.

Writers Block (of time): Attend this virtual writing session every morning and write with your peers in silence.

7

ENTER BOOK PRODUCTION

Once you have finished your book, learn the book production steps and start working with professionals to bring your book to life. Gather samples and consider making mock-ups to share with your book designer.

8

PRINT YOUR BOOKS & PREPARE TO PROMOTE

Exit book production with proofs of your book. Begin constructing a marketing and outreach plan to release your book.