

Self-Publishing Cheat Sheet

Vanessa M. Knight

vanessa@vanessamknight.com



Step	Action	Complete
1	Write Book	
2	Determine Publication Date	
3	Write Front & Back Matter	
	Title	
	Dedication	
	Acknowledgements	
	Back Cover Blurb	
	Tagline	
	About the Author	
	Series Title/ Blurb	
4	Get Permissions (For copyrighted content)	
5	Editing	
	Critique Partner Edits	
	Developmental/ Content Edits	
	Copy/ Line Edits	
	Proofreader	
6	Formatting Interior	
	Print	
	eBook	
7	Cover Design	
	Print	
	eBook	
8	Define Metadata	
9	Setup Marketing	
	Cover Reveal	
	Blog Tour/ Interviews	
	Facebook Party/ Social Media	
	Signings/ Readings	
	Newsletter	
	Articles	
10	Acquire ISBN	
11	Define MSRP for Book(s)	
12	Upload to eRetailer	
	Amazon	
	iBooks	
	Smashwords	
	Others?	
13	Send out ARC's (Advanced Reader Copies)	
14	Upload to PoD (Print on Demand)	
	CreateSpace	
	IngramSpark	
15	Submit for Copyright	

And Finally... Write Another Book