



YOUR

# SELF-PUBLISHING CHECKLIST

RICH BLAZEVIK  
SELF PUBLISHING FAST LANE

# Your Self-Publishing Journey

by Rich Blazeovich

Hey Fellow Writer!

Welcome to Self Publishing Fast Lane. If you'd like to publish your own book, you're in the right place. The following pages include a checklist with a simple approach to writing and publishing your first book without delays, rejections, or paying for unnecessary services.

Does the idea of writing and publishing a book seem overwhelming? The truth is the process is much easier than you might think. I'll break it down into simple steps so you can go all the way from writing your first draft to publishing your final book quickly and easily.

When I started writing, I was also overwhelmed. I didn't know the types of editing I would need, how to get a book cover, or where to publish my final manuscript. I was lucky to have a friend help me through every step of the self-publishing process. Now I've published six books and I teach self-publishing classes to writers just like you.

My online lessons provide secrets that traditional publishers don't want you to know. I share shortcuts for doing everything you'll need to do to get your book into online bookstores. I also show students how to do every step of the process themselves. Plus, I teach people how to get help from fellow writers, freelancers, and self-publishing platforms for anything they don't want to do alone.

Writing and publishing books has become one of the most rewarding aspects of my life. If you have a book idea in your head, it can become equally rewarding for you.

So stop putting off your dream of becoming a published author. Check out the following pages and see how you can do this.

Fair enough? Good. Let's get started.

Rich



# Self-Publishing Process

The self-publishing journey can be summarized in three steps: write, refine, and publish. On the following pages, I'll show you what's included in each step, and I'll give you tips to help you avoid obstacles and prevent delays along the way.



**Book  
Idea**

## Step 1: WRITE



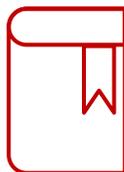
**First  
Draft**

## Step 2: REFINE



**Final  
Draft**

## Step 3: PUBLISH



**Published  
Book**

# Self-Publishing Checklist

## Step 1: WRITE Your First Draft

---

### PLAN Your Approach

- Clarify your motivation for writing your book.
  - Ensure you plan to use the right publishing method for you.
  - Select the topic and genre for your book.
  - Build your support team with an accountability partner, fellow writers, and/or service providers.
  - Establish your budget.
  - Select the tools you'll need to write including a computer, software, etc.
  - Decide when and where you'll be writing, and create your writing schedule.
- 

### ORGANIZE Your Ideas

- Research your topic.
  - Brainstorm ideas to include in your book.
  - Organize your ideas into a rough outline.
- 

### WRITE Your First Draft

- Start writing, and don't go back and edit ... at least not yet.
- Leverage techniques to overcome writer's block.
- Leverage your support team when you need ideas, encouragement, and critiques.
- Keep writing until you've covered all the topics in your outline.

# Self-Publishing Checklist

## Step 2: REFINE Your Book

---

### EDIT Your Book

- Learn about the types of editing, and decide which types you'll want for your book.
  - Self-edit to ensure you've refined your book before getting input from others.
  - Get critiques from other writers, writing instructors, and/or writing coaches.
  - Get input from beta readers who read books in the same genre as yours.
  - Get any of the following editing that your book needs:
    - Developmental editing to improve the organization and flow of the overall book.
    - Line editing to improve the style of your writing.
    - Copy editing to ensure your book complies with writing standards.
  - Have proofreaders correct any remaining errors in your book.
- 

### FORMAT Your Files

- Format your eBook file using Draft2Digital, Scrivener, or other formatting software.
  - Format your paperback file using your word processing program, Scrivener, or other software.
- 

### DESIGN Your Book Cover

- Decide whether you'll hire a book cover designer, host a design contest, or design the cover yourself.
- If you'll hire a designer, select someone who meets your style and budget requirements.
- If you'll host a design contest, write a design brief, host the contest, and select a winning design.
- If you'll design the cover yourself, design it using a software program that creates the proper file format required for book covers.

# Self-Publishing Checklist

## Step 3: PUBLISH Your Book

---

### PREPARE for Publication

- Select the publishing platforms you'll use to publish your book.
    - Booksellers: Amazon's KDP, Google Books, Apple Books, Barnes & Noble, Kobo, etc.
    - Aggregators: IngramSpark, Draft2Digital, Smashwords, PublishDrive, etc.
  - Decide your pricing model for each book format and publishing platform.
  - Decide whether you'll purchase your own ISBNs or use free ISBNs from publishing platforms.
  - Decide whether you'll register your copyright on Copyright.gov.
- 

### PUBLISH Your Book

- Upload your book to your top publishing platforms including this recommended list:
    - Amazon's KDP
    - IngramSpark
    - Draft2Digital
    - others based on your preferences
- 

### TELL People About Your Book

- Post a celebratory message on your favorite social media platforms.
- Build your author pages on sites including Goodreads, Amazon, and others.
- Start advertising campaigns on platforms such as Amazon's KDP, Facebook, and others

# Approved Service Providers

Here's a list of service providers with excellent reputations for helping writers who are self-publishing books.

Category	Provider	Comments
Writing Courses	<a href="#">Self Publishing Fast Lane</a>	Step-by-step instructions for writing and self-publishing
	<a href="#">Writing Mastery Academy</a>	Writing courses for fiction writers
	<a href="#">How To Write Nonfiction</a>	Writing courses for nonfiction writers
Freelancing Services	<a href="#">Fiverr</a>	Broad range of editors, beta readers, and proofreaders
	<a href="#">Freelancer</a>	Contests are ideal for finding illustrators and book cover designers
	<a href="#">99designs</a>	Good place to find illustrators and book cover designers
	<a href="#">Upwork</a>	Wide variety of editors, designers, and other freelancers
Writing Associations and Service Aggregators	<a href="#">Alliance of Indep. Authors</a>	Provides advice, guidance, and resources for self-publishing writers
	<a href="#">Reedsy</a>	Educational content and tools for authors and publishers
	<a href="#">The Book Designer</a>	Articles and other educational materials for writing and publishing
	<a href="#">Author Help</a>	Publishing services, virtual assistance, and technical support
Publishing Platforms	<a href="#">Amazon's KDP</a>	Best place to start for publishing eBooks and paperbacks
	<a href="#">IngramSpark</a>	Good for getting broad distribution on paperback books
	<a href="#">Draft2Digital</a>	Good for getting broad distribution on eBooks
	<a href="#">Google Books</a>	Good for getting books ranked on Google searches
	<a href="#">Apple Books</a>	Good for reaching readers who buy books on Apple devices
	<a href="#">Smashwords</a>	Good for getting broad distribution on eBooks
	<a href="#">PublishDrive</a>	Provides global distribution of eBooks, paperbacks, and audiobooks
	<a href="#">Barnes &amp; Noble Press</a>	Good for reaching readers who use NOOK eReaders and tablets
<a href="#">Kobo</a>	Good for getting global distribution on eBooks	

To access a list of over 100 more approved service providers in the following categories, enroll in the [Self Publishing Fast Lane](#) course:

- Book Cover Designers
- Illustrators
- Book Formatters
- Editors and Proofreaders
- Service Aggregators
- Marketing Services
- Website Design
- Website Hosting
- many other categories



# Online Course

If you're interested in learning more about writing and self-publishing your first book, check out my online course at [www.SelfPublishingFastLane.com](http://www.SelfPublishingFastLane.com). Here's an overview of the course content:

- Over 30 video lessons covering the following topics and more:

## WRITE Your First Draft:

- Identify Your Motivation
- Choose Publishing Method
- Select Your Topic & Genre
- Build Your Support Team
- Establish Your Budget
- Research Your Topic
- Organize Your Ideas
- Start Writing
- Overcome Writer's Block
- Leverage Support Team

## REFINE Your Book:

- 7 Types of Editing
- Self Edit
- Writers Critiques
- Beta Readers
- Developmental Edit
- Line Edit
- Copy Edit
- Proofreading
- Format Your Book
- Design Your Book Cover

## PUBLISH Your Book:

- Select Publishing Platforms
- Decide Your Pricing Model
- Get ISBNs
- Register Copyright
- Publish on Amazon's KDP
- Publish on IngramSpark
- Publish on Draft2Digital
- Publish on Other Platforms
- Build Your Author Pages
- Advertise Your Book

- "THE VAULT" with tools to help you throughout your writing and publishing process:

- Worksheets
- Checklists
- Book Outline Examples
- Book Outline Templates
- Writing Log Templates
- Budget Examples
- Budget Templates
- Sample Book Blurbs
- Educational Articles
- Writing Guides
- Service Provider Lists
- Recommended Resources

- Members-only webinars covering topics about writing, publishing, and marketing your book
- Members-only newsletters with blog articles, author profiles, product reviews, writing tips, and more
- Access to a members-only writers community to get advice, encouragement, and assistance with writing-related topics

To unlock this content, go to [www.SelfPublishingFastLane.com](http://www.SelfPublishingFastLane.com), and enroll in my online course.

