

STEPS TO YOUR INSPIRED BOOK

1

DETERMINE YOUR TOPIC

What is the working title of your book? You can change it later

2

DETERMINE 3 MAIN OBJECTIVES

What are your main objectives? What do you want your audience to walk away with?

3

PARTS?

Do you want your book broken down into sections or just chapters?

4

DETERMINE TOPICS OF EACH CHAPTER

What is the main idea in each chapter? Flesh it out into more detail.

5

DETERMINE STORIES YOU WANT TO SHARE

What relatable life stories have you experienced that help to strengthen your topics?

6

FACTS AND DATA TO BACK UP OBJECTIVES

Are there case studies and facts that support your topics and ideas? Find them and add them.

7

DETERMINE BOOK TRIM SIZE

Do you want to do a workbook or a standard book? 6x9 is a comfortable size for non-fiction books.

8

RECORD EACH CHAPTER INTO MP3 FORMAT

Using Audacity or another comparable audio recording device or program dictate your book.

9

UPLOAD FULL MP3 TO VOICE TO TEXT SYSTEM

Using Temi, Dragon, or other voice to text system upload your audio.

10

DOWNLOAD INTO WORD DOCUMENT

Download the content into a word document. Clean it up and send it to your editor.