



## Self-Publishing Checklist

Dear Author,

The publishing process is often overlooked until writers have finished their first draft, but it's a vital part of your book's success, and some of these steps should even be considered while you're writing your book.

As an indie author, you will retain the highest possible royalties for your efforts. However, self-publishing also means you will be more responsible for your book's success in other ways besides just writing a great book.

The following Self-Publishing Checklist will guide you on what you should be focusing on during the publishing process. While this list is mostly in a specific order, some things overlap. For example, marketing your book should be happening while you write and continuing after you've published.

For more information on the publishing process for indie authors, be sure to read my [Tips for writers](#) article titled [The Self-Publishing Process](#).

Your editor,

*Mandi Summit*  
*Red Quill Editorial LLC*

*PS:* when you're ready for editing, [let's discuss your manuscript](#) and secure your spot on Red Quill Editorial's calendar!



## Self-Publishing Checklist

- walk Away**
  - Take a month to step away from your manuscript and let it rest.
  - Use this time to begin working on another book!
  
- Self-Editing**
  - Perform several rounds of self-edits, focusing on different elements each time.
  - Read my Tips for writers article titled [Self-Editing Checklist](#) for more information on what to look for during the self-editing phase and download a free self-editing checklist!
  
- write the Perfect Blurb**
  - Read my Tips for writers article [Nail Your Blurb & Sell More Books](#) and use the FREE downloadable Fiction Blurb writing Toolkit.
  - Hint: You can use this blurb when submitting your manuscript to your editor, alpha/beta readers, ARC readers, and more!
  
- Feedback**
  - Determine whether you want to use a [professional developmental editor](#) or [alpha/beta readers](#) or both. If you use alpha/beta readers, provide a requested deadline that you want feedback submitted by.
  - This would also be a good time to find [authenticity readers](#) if your book requires such services.
  - Be open-minded to the feedback you receive on your manuscript and use it to hone your craft.
  
- Revisions**
  - Keeping your recent feedback in mind, begin your revisions to enhance the characters and deepen the plot.



### □ Line / Copyediting

- Hire a professional line/copyeditor to enhance the rhythm and language of your manuscript, as well as perform the first attack on grammatical issues.
- Take some more time to accept/reject your editor's suggested changes and any further rewrites you need to perform.

### □ Formatting for Publication

- Determine what formats you want your book to be available in (eBook, paperback, or both).
- Determine whether to format it yourself or hire a professional formatter to do it for you. (Hint: once you've determined your publishing platform of choice, they often have a free basic book builder tool you can use.)

### □ Proofreading

- Hire a professional proofreader to check your grammar, spelling, and punctuation on the formatted version of your manuscript.

### □ Marketing

- **while you are still writing:** Get on social media, create an author webpage, and consider creating a digital newsletter. Build intrigue, hype, and a following so you have built-in readers when your book launches!
- **once you've completed professional editing:** Consider submitting your manuscript to a big-name review company like Kirkus.
- **once your book is published:** Spend some money on ads, build promotions (consider submitting these to places like BookBub), join author festivals and vendor fairs, and ask local bookstores to carry your book.

### □ Cover Design

- Determine whether you will design an eye-catching book cover on your own using a tool like Canva or hire a professional such as MibiArt to do it for you.



- Publishing Platforms
  - Read my Tips for writers article titled [Self-Publishing: A Guided Tour](#) to learn more about the indie author publishing platform options, ISBNs, and more.
  - Pick which platform you want to use, start building your book, and be ready to publish when everything is in place.
  
- Copyright Your Hard work
  - File your copyright and submit your manuscript to the [Library of Congress](#).
  
- ARC Readers
  - Find 50+ [ARC readers](#) and give them an advanced-reader copy of your manuscript so they can read it before your book launches. Provide your launch date to them so they can leave their review asap.
  
- Published!
  - Congratulations!! You've done it!
  - Continue marketing this book and get to work on your next book!