■■ Self-Publishing Checklist ■■

A step-by-step guide to help you stay on track while bringing your book into the world.

Polish Your Manuscript

- Revise and edit thoroughly.
- Get feedback from beta readers.
- Hire a professional editor if possible.

Choose a Publishing Platform

- Amazon KDP for broad reach.
- IngramSpark for wide distribution.
- Draft2Digital for easy aggregation.

Format for eBook and Print

- Use tools like Kindle Create, Vellum, or Atticus.
- Check headers, margins, fonts, and consistency.
- Secure ISBNs (Amazon provides free or buy your own).

Design a Professional Cover

- Hire a designer or use Canva Pro templates.
- Ensure the design fits your genre.
- Test cover visibility at thumbnail size.

Set Pricing & Distribution

- eBooks: $2.99–$4.99 works best.
- Paperbacks: Factor in printing and royalty margins.
- Plan launch promotions or free days.

Upload and Publish

- Create your account on chosen platform(s).

- Upload manuscript and cover files.
- Add metadata: title, subtitle, keywords, categories.

Market Your Book

- Build your author platform and website.
- Leverage social media and newsletters.
- Plan launch events and ads.

Gather Reviews

- Send ARCs to early readers.
- Reach out to bloggers and influencers.
- Encourage readers to leave reviews.

Keep Writing

- Plan your next book.
- Build momentum and backlist sales.
- Engage consistently with readers.

■ ■ ■ Tracie Joy Author | Celtic Spirit • Moonlight • Stories ■ ■ ■