SELF PUBLISHING TIMELINE

PHASE 1: PREPARATION (1-3 MONTHS)

Get the balls rolling on cover design, interior formatting, and audiobook recording.

Cover Design (4-6 weeks)

- [ ] Hire Cover Designer
- [ ] Choose Cover Examples
- [ ] Finalize Cover Copy
- [ ] Draft 1
- [ ] Draft 2
- [ ] Final Front Cover
- [ ] Final Full Cover (with spine and back)

Interior Formatting (4-6 weeks)

- [ ] Hire Formatter
- [ ] Choose Interior Samples
- [ ] Send Guidelines to Formatter
- [ ] Draft 1
- [ ] Draft 2
- [ ] Generate Cover Template
- [ ] Ebook Draft 1
- [ ] Ebook Final

Audiobook

- [ ] Hire Narrator / Editor
- [ ] Set up Recording Studio
- [ ] Record
- [ ] Send to Editor

Notes:

PHASE 2: ADMIN (UP TO 1 MONTH)

While Phase 1 preparation is underway, use this time to set-up all your publishing accounts.

Account Set Up

- [ ] IngramSpark
- [ ] KDP
- [ ] ACX
- [ ] Author Central
- [ ] Bowker

Metadata

- [ ] Determine Price
- [ ] Purchase ISBNs
- [ ] Determine Book Categories
- [ ] Get Copyright

Info Form

- [ ] Determine Publishing Entity
- [ ] Fill Out Info Form

Notes:

PHASE 3: PUBLISHING (1 MONTH)

Once you have all your final files and accounts set up, it's time to upload your files, review your proofs, and publish your book!

Title Set Up

- [ ] KDP (Print)
- [ ] Order Print Proof
- [ ] KDP (ebook)
- [ ] IngramSpark (ebook)
- [ ] ACX (audiobook)

Soft Launch

- [ ] Review Print Proof
- [ ] Link Versions in Amazon
- [ ] Optimize Book Description on Amazon
- [ ] Get 1st Batch of Customer Reviews

GO LIVE!

- [ ] Launch Your Book!

Notes:

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