

*A Quick Guide To Writing A Book About Your Life*

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**Changing Lives Book Publishing**

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A Book About Your Life**

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Congratulations! You have decided you want to share your story with the world. I started that journey over 16 years ago and it has been the most rewarding thing I have done over the course of my life.

What I have included here is subtopics to help you to get started quickly and to complete your story. Please remember these are prepared as guides to trigger memories, to get your juices flowing. Feel free to enter each category to write until you have said all that you need to say before going on to the next topic. You may want to invest in an additional notebook to use to continue your writing on a particular subject.

Once your story is complete, I have supplied you with additional resources to keep it going, along with tips, and sample forms to make your journey efficient.

You may use this for your personal story or to record others you know in your family who have history you want to record for future preservation.













7. List The Events That Have Taken Place In Your Life, One by One

Lined writing area consisting of 30 horizontal lines.















































































## Frequently Asked Questions!

1. How long does it take to get published?

30- 60 days, if the work is not finished and ready for print.

2. When querying a publisher, how long should you wait before you consider self-publishing?

Depends on your level of patience. Even if you self-publish, you can still continue querying other publishers

3. What should I do while waiting to get published?

While you are waiting to be picked up by a publisher, you can write and sell short stories from your work to magazines and local newspapers. Keep writing, and looking for opportunity to write. Attend workshops. Meet other writers/authors. Join chat rooms. Enter contest. Work on getting your name out there. This will give you a track record which publishers are looking for.

4. I have been querying for two years and nothing has happened.

Be patient. Refer to number three.

5. Why do most writers/authors fail to get published?

Lack of patience, unwilling to persist, querying wrong publisher, etc.

6. Is self-publishing very expensive?

No. Depending on the size. You can start with a booklet and work your way to a perfect bind book. Use your booklets to raise funds for your perfect bind book.

Booklets can be printed in smaller quantities. You can even use your home computer and make very attractive booklets.

7. Why should I invest in self-publishing?

Faster. Puts you in control. Bigger returns. Less hassle. Convenient. Financial investment can be spread out.

8. What can I expect from a self-published book?

Using available technologies, you can produce the same quality as any publisher.

It depends on you and your budget. It is an alternative. Everybody starts somewhere.

9. How are self-published authors viewed?

A book is a book. Don't be put off by the name "self-publish". The difference is: you may not have as much money to put into marketing as the bigger publishers. Don't fool yourself, you have to work at making sales either way. It's your book.

10. Are self-published authors welcome in bookstores?

Yes. But bookstores are not the best place for a first time author. Bookstores are in the business to sell books. Come up with a clever angle and go for it. You never know who you might have favor with.

11. How will this book help me?

A effective tried and tested tool to write, save time and money getting to the publishers and what to do while waiting to be published. Reduces your research to help you get started right away.

12. What if I don't know how to type or use a computer?

No problem. Hire a coach. Use a typing service. Make sure they give you a copy of the disk, so you won't have to pay to have it typed again, just in case the expense sets you back and you have to wait to accumulate more funds.

13. Can anybody write and publish a book?

Yes! Yes! Yes!

## **Creating an Income Stream As a Self-Published Author**

(Excerpt from my new book: *Book Publishing Secrets: How to Write, Publish and Outsell Your Competition* at [www.telecafepublishing.com](http://www.telecafepublishing.com).)

Writing books can be profitable but not every self-published author writes a book for profit. Some write books to pass along to family and friends; others write because of the above, plus they have the cash to spend and technology allows them to do it. And then there is the writer who writes because they truly have a message they want to share. Which type are you?

When I started out a good friend of mine gave me a check for \$10.00 to buy the first copy of my book. She believed that I could do it even when I wasn't sure what I was doing. That friend and I have gone on to forge great author relationships, and a special friendship.

The first time author should prepare to recoup his/her investment, as the first priority. Start talking about your book. If you don't know how, check out the resource and coaches services in the back of this book.

Money is not going to jump into your hands just because you wrote a book. Roll up your sleeves and go to work. Order enough books to recoup your expenditure. You can't make money by ordering two books. Calculate your investment; order the amount of books to replace your initial outlay; if not, who are you kidding. Two books guarantees you plan to fail and have no plan to succeed.

Look at what you invested. Let's say its \$955.00 dollars and you were blessed to receive 100 books for that price. You sell the book for \$12.95 each. That comes to \$1295.00. You have recouped your investment, plus profit. Every re-order increases your profit until you are working strictly with your profit.

Packages that offer one or two books simply delay the upfront expense. You need to sell books. There is no way around it.

Begin with family and friends. If you have written a book and you are not willing to sell to friends and family who are familiar with you, then you haven't passed the first test of being an author.

Family and friends prepare you to deal in the marketplace. If you were to be published by a traditional publisher, you would be asked to provide them with a list of at least 100 names. So why not use that strategy as a self-published author?

Use what you have: e-mail your friends and family with an announcement of your book. Ask them to share the e-mail with their friends. Build a track record. Look at what your book is about. Is it something you can teach or give talks on? Even if it is your life story, look at your chapters. Is there anything you can make a message of?

My first book was an autobiography. I can't tell you how many times I have used the story of my life to create various talk topics, and you can too. Think about it!

Traditional publishers pay an average royalty payment of 10% per book. Do the math. If your book cost \$12.95, how much are you getting at 10% of the retail cost per book? It comes out to about \$1.30 per book. How many books do you have to sell to make \$500.00?

You've heard me say it; if not, I will say it for you one more time: It's not the book it's the hook. I wrote my first book, coached hundreds of others to do the same. My income expanded by not only writing but publishing books.

Think outside the box. Publishing a book should be just the first step to your goal. Begin to think about your likes, what you do for a living, your hobbies and passions.

Is there anything you can show or teach another person how to do? Come on! You have lived your life up to this point, maybe even raised a few children. There has to be something you have done successfully over your lifetime. Make a list.

You can make money as a self-published author with a plan of action. Make a list of all the things you know, or think authors do: book signings, book tours, radio, TV, etc. The market is crowded but if you cultivate strategies to stand out from the crowd, you too, can make your investment pay off.

Let me stop right here and walk you through the process of standing out from the crowd. A. Ephraim Cox self-published: "How to Succeed Through Positive Thinking and Behavior." He's 76 years old. His life experiences have been in the field of counseling, X-Ray Tech, Bible Teacher, Business, husband, father, etc. He's had a lot of successes in his life. He is Mr. Personality and a positive thinker.

Advice givers are popular; people are seeking advice in every area of their lives. Mr. Personality needs a way into the marketplace, to start building his own track record. He is already Mr. Personality, so let's call him "Mr. Personality." Because he has a great attitude for his age, and his experiences are working in his favor, he can use this brand to move into personal development and business circles. "Mr. Personality" at 76 has something to say, and he wants you to know it. This positions him to increase his book sales.

"Mr. Personality" can't compete with the well established motivational, positive thinking gurus but he is well on his way. "Mr. Personality" decides to create a talk topic to deliver his message. One of his subtitles is called: Increase Confidence and Maximize Your Performance. His target audience is: the motivation and positive thinking buyers, those looking to improve themselves and to increase their performance personally and in their careers.

He is ready to sell himself to groups, organizations, businesses, clubs, etc. Look at the subtitle. Is it attractive enough, or does it need more sizzle? Since he is 76 and amazing, that can be played upon. His message changes to: How to Increase Confidence and Keep Your Brain At Maximum Performance Even at 76.

Now, I ask you, would you be curious to see this person? I would. So now you can see how you go from just a self-published author, to standing out from the crowd. Discover your own brand; don't copy others.

"Mr. Personality" is ready to meet his audience, and he did. If you don't have confidence as a speaker you may want to invest in "Speak Like A Pro" at [www.changinglivesbookpublishers.com](http://www.changinglivesbookpublishers.com). A track record is built one action at a time. Nothing happens overnight, but it will, if you persist, and don't quit, the monetary rewards will catch up to you and overflow your bank account.

Did I forget to mention the satisfaction of realizing your dream, and helping others to realize their God given potential?

“Mr. Personality” has become a speaker, workshop presenter, author and coach, not just a person who wrote a book. Look at the spin-off from one action. Now you have created another income stream.

Guess what! All is not lost, “Mr. Personality” recorded all of his free, and paid for speeches, while building a track record, plus his workshops, etc., which adds up to more money in the bank. Do you hear cha-ching, cha-ching?

I guess you have figured it out by now, that there is more to being an author, than just the writing of a book. It’s the hook and not the book.

(Excerpt from *Book Publishing Secrets: How to Write, Publish and Outsell Your Competition*. Peek inside Table of Contents at [www.telecafepublishing.com](http://www.telecafepublishing.com))

## **Which Book Publisher Is Right For You?**

What type publisher are you looking for? You have a book you want to publish. It's finished. But now comes the hard part: getting published. It is not difficult to publish a book in today's market. In fact it has become so desirable that traditional book publishing companies are forging new partnerships with print on demand companies to grab the dollars of writers desiring to self publish.

The internet is a great resource if you are looking to publish a book and know what you want. Here are some suggestions for shopping book publishers on the internet: If you are writing a children's book, look for that type of publisher. Poetry publishing can be done by any of the Print On Demand, Book Printers, Independent, or even Vanity Press.

A Christian Book Publisher would be a better choice if you are writing Christian content, but any of the non-traditional self publishing companies can deliver the same quality. It is important to know what your publishing company offers.

Here are 18 questions to assist you in what to ask:

1. How do you submit your book? Does it seem easy, or will you need help, require a certain knowledge about the internet?
2. Will they typeset?
3. Do they have editorial services? And what is the cost?
4. Will they provide a proof prior to print?
5. What is the turnaround time?
6. Is there a fee for corrections? How many are you allowed?
7. How many cover choices will you have to choose from?
8. Does the price include an ISBN (International Standard Book Number)?
9. Will they offer distribution? Where will they distribute?
10. What does the package prices include?
11. How many books come with the package?
12. Are there re-order discounts?
13. Any storage fees?
14. How are returns handled?
15. How often are authors paid royalties? And how much? Are royalties paid on the wholesale or retail cost?
16. Is there a discount on books ordered by the author?
17. Will they copyright your book, and is there an extra fee for that?
18. Is there a contract to sign, or are you free to go somewhere else, if you choose to?

Need more information on the different publishers and how to work them to your need ([click here](#))

## **Why Do Authors Self-Publish?**

I don't know about others but I started self-publishing after querying the traditional publishing houses for about three and a half years. I decided to do it myself when I found out that outside of the positioning that came with the publishers' name, I had to create a marketing plan. After doing all it took to get through the doors of the publishing houses, having some successes, I was divinely guided into self-publishing.

I figured if I had to work my market as a traditionally published author, I might as well self-publish, keep the control and more profits. Perhaps you are reading this because you are entertaining self-publishing alternatives after attempting to find a traditional publisher. If you are, you are about to enter the world of Print on Demand (POD).

Print on Demand has opened up publishing to writers who dreamed of being published and are now making it a reality. It has its pros and cons. The pros, you can get published now. The cons, there is work. You will not get rich quick. Because the demand is so great, publishing companies are springing up everywhere, offering packages, great positioning, leaving out the fact that unknown authors might have to build visibility first, and with very little help from the publisher.

This method of bringing books into the marketplace (POD) is the way of the future for the seasoned writer as well as the novice. It can prove more profitable if you take into consideration buying wholesale and selling retail (self-published), versus getting 10% average on a retail sale (traditional publishing). Ten percent is not bad because the publishing house has the bulk of the expense, but what is 10% of \$12.95? A \$1.30 per book. Even if you are able to self-publish for around \$5.00 or \$6.00 per book, tack on 35% to 50%, that would still put you ahead of the game.

The use of Print on Demand to publish an autobiography, poetry book, fiction work, children's book, non-fiction book, Christian book, etc., puts everything from idea to the market in your hands. Depending upon what company you choose: Editorial Services, proofreading, text and cover design and print services can all be accomplished within the same place.

I have been self-publishing for over 14 years and have never regretted taking the next step. Are you ready to take the next step? Get familiar with where you are going and how to get there ([click here](#)).

## **What Every Writer Should Know Before Publishing A First Book**

So you want to write a book, have written one and maybe considering getting it published? Stop!!!Put the breaks on, whether you are thinking of publishing poetry, life story, motivation/inspiration, a spiritual book, recipes, fiction or non-fiction knowledge will keep you from making the same mistakes as others before you.

It took me five years to publish my first book because I realized that I didn't know anything and that I needed to know something before I jumped in believing that I was going to get honest help from people who were publishing books. That of course was my choice.

As I grew in knowledge I began to record my experiences. I knew what to do and what not to do. I started out writing query letters and book proposals, trying to interest a traditional publisher in picking me up. I got very good at getting to the editors desk, though I experienced rejections. What it taught me was how to write tighter and to make every word count in my queries.

So what should you know? That there are at least three types of publishers: traditional, print on demand, otherwise known as self publishers and subsidy publishers. The traditional publisher creates the hoops to jump through. They have their guidelines and if you don't follow them, you get rejected. The easiest to publish is the other two because you pay them to publish a quality book for you, with internet positioning.

They all will cost you something. For example, the traditional book publisher, if you aren't strong enough as a writer to pen a query letter or book proposal, it will cost you any where from \$2500 and up to have that done for you before you get to the editor. With the print on demand type, you can pay as you go, choose packages within your budget; pretty much the same with the subsidy book publishers.

If you have written your book already there is a good chance you wrote it without considering your audience. You probably assumed like I did that your audience is the world. How shocked I was when preparing my first book proposals to know that the world wasn't the right answer. Here is an example of how to define your audience: If you wrote a book about cats, then cat lovers are your audience; if you wrote a book about children, then mothers with kids, or families would be your target; if you wrote a fiction book, your audience would be people who like fiction, whether spiritual, supernatural, etc.

My next awakening came in the guidelines for submitting manuscripts. If you have never written for publication, you may or may not know how to prepare a manuscript. Manuscripts should be typed with a 12 pitch font, double-spaced (for ease of proofreading and corrections) on 8 1/2 x 11 paper. You should read it thoroughly each time to minimize errors in spelling, grammar, etc.

Publishing my first book started out, looking like a huge mountain but I tackled it like a mountain climber, one step at a time. The more you understand the game you are about to enter, the less disappointed you will be, plus it will save time and a wise investment of your money.

Want to read more like this? ([click here](#)) Also, if you want know more about how to go from your desire to publish your first book, step by step, "Book Publishing Secrets. . ." details how to, from start to finish, and into the market. See details at [www.telecafepublishing.com](http://www.telecafepublishing.com)

## **Writers Resources: The Tools You Need As A Writer**

I have discovered there are some things in life that are going to happen and you really don't have to do anything, like getting older. You are going to get older no matter what you think you are doing to stop it.

If you get in your car and don't turn the key, it will not start and you won't be able to go anywhere. On the other hand, if you don't put gas in it, you're got the same problem. Both of these are tools to get you where you want to go, and so are resources for writers.

When I was hit by the writing bug some years ago I only had a dictionary. Pretty basic. It took awhile to realize I needed other tools. One of those tools was a Thesaurus. There are moments when you say the same words over and over and don't realize it. The Thesaurus helps to improve your text, or diversify your word usage.

Grammar was another challenge, trying to remember where to put what. I went looking for a quick reference guide. I didn't want to have to read page after page to know if I was putting a comma or semi-colon, etc., in the right place. So I added to my library: *The Elements of Grammar*, by Margaret Shertzer.

A writer should value proofreading. It is a necessary thing to do. I found out through working with traditional publishers that the author receives the final proof to read. If you don't think you can do it, hire someone to help you.

You need to work on creating a marketing plan. That should be done once you finalize your book and it's ready to go to print. What are you going to do with your new book, not your publisher, YOU?

Every author should have a marketing plan if you expect to reach your goals, whether it's on the traditional side, or the self-publishing

I also added to my library a book on how to keep my prose sharp, focused and concise, called *Write Tight*. This was a big help in handling emotional text, where you might be inclined to have a lot of run on sentences.

Writers should have a computer, with programs that are most commonly used, such as Microsoft Word. It wouldn't hurt to keep a pad by your bed and in your car for those inspirational moments.

Free E-Book: "Book Writing For Fun and Profit" when you purchase Blondie's new book, *Book Publishing Secrets: How to Write, Publish and Outsell Your Competition* at [www.telecafepublishing.com](http://www.telecafepublishing.com); Email us your receipt and we will send you the link to your free copy.

## Writers Resources

[www.ibookpublishers.blogspot.com](http://www.ibookpublishers.blogspot.com)

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Instant Book Writers Guide –  
[www.telecafepublishing.com](http://www.telecafepublishing.com)

Getting Traffic to Your Web Site  
[www.changinglivesbookpublishers.com](http://www.changinglivesbookpublishers.com)

Examples of how to use affiliate programs

[www.relationshipboost.info/fivemistakes.html](http://www.relationshipboost.info/fivemistakes.html)

[www.relationshipsecretsonline.com/writingvows.html](http://www.relationshipsecretsonline.com/writingvows.html)

[www.alternateweightloss.info/article.html](http://www.alternateweightloss.info/article.html)

[www.real-money-ideas.info/newentrepreneurs.html](http://www.real-money-ideas.info/newentrepreneurs.html)

Examples of how to use blogs to promote

[www.realstoriesrealpeople.blogspot.com](http://www.realstoriesrealpeople.blogspot.com)

Setting up a book store for your site

[www.changinglivesbookpublishers.com](http://www.changinglivesbookpublishers.com)

Setting up a radio show to promote

[www.blogtalkradio.com/coachblondie](http://www.blogtalkradio.com/coachblondie)