

ONE YEAR TO AUTHOR

**Your Roadmap Guide to Writing & Publishing Your Book
In Twelve Months**



Worksheets & Checklists

YOUR ROADMAP

Here's your one-year roadmap. Use this as your guide to accomplish your goal this year.

Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
<ul style="list-style-type: none">• Identify interests & ideas• Complete research• Select your genre• Start your daily practice writing	<ul style="list-style-type: none">• Practice writing in selected voice & style• Write backstories• Create your outline/plan	<ul style="list-style-type: none">• Start writing chapter 1• Write chapter 2• Keep writing every day• Nail your working title	<ul style="list-style-type: none">• Keep up with your writing goals (e.g. daily word count)• Write every day.	<ul style="list-style-type: none">• WRITE EVERY DAY!	<ul style="list-style-type: none">• KEEP WRITING!



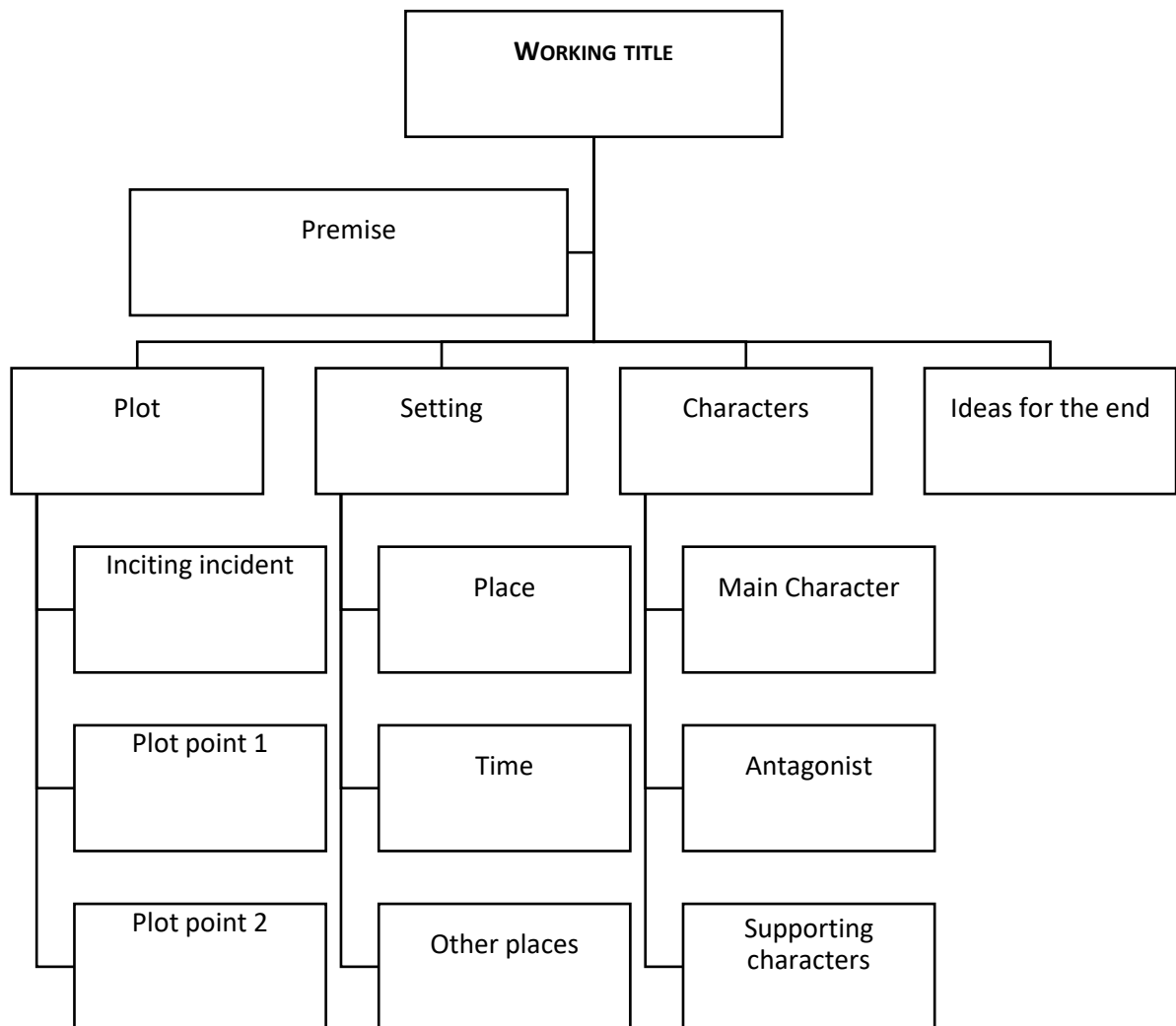
Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
<ul style="list-style-type: none">• Finish first draft• First draft edit• Begin considering your promotional plan	<ul style="list-style-type: none">• Write draft 2• Select beta readers• Begin researching publishing options• Decide on cover design	<ul style="list-style-type: none">• Beta readers feedback on draft 2• Write draft 3, 4, etc.• Polish• Set up author website	<ul style="list-style-type: none">• Finalize title & cover• Final editing & proofing• Interior design set-up for print and digital book• Write blurb• Acquire ISBN	<ul style="list-style-type: none">• Finalize publishing platform selection• Publish• Finalize promotional plan	<ul style="list-style-type: none">• Launch book• Implement promotional plan• Celebrate!

Pre-Writing Checklist

Before you begin writing the first chapter of your book, complete the following activities. Any writing-related activities at this point can be done in your notebook longhand. If you prefer, use a computer to complete the practice writing and your outline. Check off each of these activities as you complete them.

- ☐ Get yourself a notebook and a pen you like.
- ☐ Write out your idea.
- ☐ Write your book's premise.
- ☐ Identify any areas that need research.
- ☐ Complete your preliminary research.
- ☐ Set up your writing space.
- ☐ Set up a writing schedule and tell your family.
- ☐ Do some practice writing in your characters' voices.
- ☐ Determine your genre.
- ☐ Select your point of view.
- ☐ Create an outline of ideas.
- ☐ Write your first sentence.

Mind Map Worksheet for Your Outline





One Year to Author

Word Count Progress Chart

Date	Starting Word Count	Ending Word Count	Starting Page Number	Ending Page Number	Next Day Edit

Self-Editing Checklist

Structure

- ☐ Content follows a logical structure with a clear introduction, body, and conclusion.

Clarity

- ☐ Language is precise and clear.
- ☐ No unnecessary jargon or ambiguous phrases.

Consistency

- ☐ Consistent tense is used throughout.
- ☐ Consistent point of view throughout.
- ☐ Consistent style.
- ☐ Consistent tone.
- ☐ Consistent voice.

Redundancy

- ☐ No redundant phrases or information
- ☐ Each sentence adds unique value.

Grammar and punctuation

- ☐ AI tools applied (e.g. Grammarly)
- ☐ Manual checking completed.

Tight Writing

- ☐ Unnecessary words or phrases removed.
- ☐ Active voice is used except where passive is intentional.

Accuracy

- ☐ Fact-checking completed.

Print Book Interior Layout Checklist

- ☐ The body copy has a consistent typeface and font size.
- ☐ The body copy is fully justified.
- ☐ Margins are consistent and provide ample white space.
- ☐ Line spacing is appropriate and consistent.
- ☐ Paragraphs are indented.
- ☐ Pages are numbered.
- ☐ Page numbers are consistently placed.
- ☐ New chapters begin on new pages with page breaks.
- ☐ New sections begin on odd-numbered pages.
- ☐ Chapter headings are distinguished from body copy by font and font size.
- ☐ The manuscript is free from widows and orphans.
- ☐ High-resolution images are fully embedded and appropriately anchored.
- ☐ An error-free table of contents is present for nonfiction
- ☐ The manuscript is free from awkward hyphenations for end-of-line word breaks.

Initial Book Marketing Checklist [Pre-Launch]

Author Platform

- ☐ Author website is up to date.
- ☐ Social media profiles are set up and updated.
 - Facebook
 - Instagram
 - LinkedIn
 - X
 - TikTok
- ☐ Blog related to your book's genre or themes is set up.
- ☐ Email list is set up and ongoing.
- ☐ Newsletter platform has been selected, and plans for initial content are complete.

Marketing Plan

- ☐ Target audience identified.
- ☐ Clear, achievable marketing goals are written down.
- ☐ Budget for marketing expenses created.

Marketing Materials

- ☐ Compelling blurb completed, edited and ready.
- ☐ Media kit ready (author bio, book synopsis, cover image, author photo, and sample chapters).
- ☐ Promotional graphics ready (banners, social media images, etc.)