

# Six Step Books: Complete Author's Program Services

*all services are included, start to finish, from your personal editors*

	Services	Resources
<b>1</b> Imagine	<ul style="list-style-type: none"><li>✓ Research guides &amp; checklists</li><li>✓ Memory triggers &amp; exercises</li><li>✓ Story starters &amp; writing prompts</li><li>✓ Photo sorting &amp; selection guides</li></ul>	<p><i>Author's Guide</i> pg. 1-33</p> <p><i>EZ Guide to</i> <i>Interviewing</i></p>
<b>2</b> Plan	<ul style="list-style-type: none"><li>✓ Create a filing system</li><li>✓ Chronological &amp; topical charts</li><li>✓ Chapter, intro &amp; conclusion guides</li><li>✓ Master outline format &amp; chart</li></ul>	<p><i>Author's Guide</i> pg. 34-50</p> <p><i>EZ Guide to</i> <i>Photo Selection</i></p> <p><i>EZ Guide to</i> <i>Choosing a Printer</i></p>
<b>3</b> Create	<ul style="list-style-type: none"><li>✓ Text formatted (recording optional)</li><li>✓ Photos scanned, cropped, corrected</li><li>✓ Photos placed &amp; captioned</li><li>✓ Editor creates draft manuscript</li></ul>	<p><i>Author's Guide</i> pg. 50-57</p> <p><i>EZ Guide to</i> <i>Story Recording</i></p> <p><i>EZ Guide to</i> <i>Photo Placement</i></p>
<b>4</b> Edit	<ul style="list-style-type: none"><li>✓ Add, delete, or move text (content edit)</li><li>✓ Check &amp; correct text (copy edit)</li><li>✓ Evaluate photo placement &amp; captions</li><li>✓ Editor creates final manuscript</li></ul>	<p><i>Author's Guide</i> pg. 58-67</p> <p><i>EZ Guide to the</i> <i>Editorial Conference</i></p>
<b>5</b> Design	<ul style="list-style-type: none"><li>✓ Book format: size, cover type, layouts</li><li>✓ Pages: table of contents, pagination</li><li>✓ Custom cover: images, colors, typeface</li></ul>	<p><i>Author's Guide</i> pg. 68-75</p> <p><i>EZ Guide to</i> <i>Cover Design</i></p>
<b>6</b> Publish	<ul style="list-style-type: none"><li>✓ Format book files for selected printer</li><li>✓ Submit book files and place order</li><li>✓ Examine book &amp; guarantee quality</li></ul>	<p><i>Author's Guide</i> pg. 76 (<i>Our Guarantee</i>)</p> <p><i>Gift Book Distribu-</i> <i>tion (optional)</i></p>

# Six Step Books: The Complete Author's Program Fee Estimate

1. Calculate Fee
2. Deduct Rebates (optional)
3. Total Estimated Fee

# Pages \_\_\_\_\_ # Photos \_\_\_\_\_  
 Pages \$ \_\_\_\_\_ Photos \$ \_\_\_\_\_  
 \$ \_\_\_\_\_ 50% Initial Payment \$ \_\_\_\_\_

## Number of Pages (250 words per page)

		50	75	100	125	150	175	200	225	250	275	300		
<b>Number of Photos</b>	20	1,200	1,760	2,320	2,880	3,440	4,000	4,560	5,120	5,680	6,240	6,800	20	<b>Digital Photo Rebate</b>
	40	1,280	1,840	2,400	2,960	3,520	4,080	4,640	5,200	5,760	6,320	6,880	40	
	60	1,360	1,920	2,480	3,040	3,600	4,160	4,720	5,280	5,840	6,400	6,960	60	
	80	1,440	2,000	2,560	3,120	3,680	4,240	4,800	5,360	5,930	6,480	7,040	80	
	100	1,520	2,080	2,640	3,200	3,740	4,320	4,880	5,440	6,020	6,560	7,120	100	
	120	1,660	2,220	2,780	3,340	3,900	4,460	5,020	5,580	6,140	6,700	7,260	120	
	140	1,750	2,310	2,870	3,430	3,990	4,550	5,110	5,670	6,230	6,790	7,350	140	
	160	1,840	2,400	2,960	3,520	4,080	4,640	5,200	5,760	6,320	6,880	7,440	160	
	180	1,930	2,490	3,050	3,610	4,170	4,730	5,290	5,850	6,410	6,970	7,530	180	
	200	2,020	2,580	3,140	3,700	4,260	4,820	5,380	5,940	6,500	7,060	7,620	200	
	220	2,165	2,725	3,285	3,795	4,405	4,965	5,525	6,085	6,645	7,205	7,765	220	
240	2,260	2,820	3,380	3,890	4,590	5,060	5,620	6,180	6,740	7,300	7,860	240		
		140	210	280	350	420	490	560	630	700	770	840		
<b>Digital Text Rebate</b>														