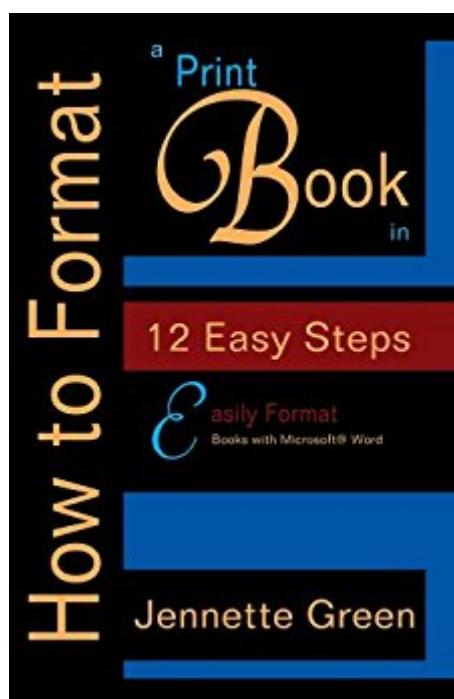


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# How To Format A Print Book In 12 Easy Steps: Easily Format Books With Microsoft® Word (Format A Book (Volume 1 Of 3))



## Synopsis

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Section Breaks  
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How to Insert a Table of Contents  
To Do List for Formatting a Print Book  
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All three books in this series are combined into one comprehensive volume entitled, Book Formatting for Self-Publishers, A Comprehensive How-To Guide. It is available in both ebook and paperback editions. For Windows/PC; tips for Mac at the "Format A Book" website.

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As a very busy person, it takes a LOT to get me to take time out to go find a book I have previously downloaded and leave a review, but this book certainly has accomplished that. So often, you see books advertised as written by someone who has been there as a professional publisher, and then you find the work is poorly organized, poorly written, and poorly edited. NOT THIS BOOK! This book is everything I could aspire to, even aside from the fact I need to create a book and publish it physically. It's a well-done book even if I never needed to know the information it contains. I am an author of several ebooks and the editor/publisher of some others. I and my co-authors are about to wade into the heady space of print production, and I was feeling a bit dazed by all the information available on . (: I love you, but you really need to organize your "how to" pages better). Ms. Green took me step-by-step into this physical print jungle/quagmire, never leaving me feeling lost or abandoned. Her instructions are extremely clear, and she also explains the WHY for many of the steps that are required (thus making it less likely that we will skip a step and eventually have to do it over again). Bottom line: the price Ms. Green has entered is WAY too low. It is worth much more than she charges! I fully expect this book to save me much time and gnashing of teeth. Thanks for

your excellent work.

Although I use InDesign, this was a helpful guide for formatting. The author has a great style of writing, and even those who are not technically inclined will find this guide helpful!

As the author of "Le Point de non Retour" and several other novels; I am always looking for anything to help with what I do. This book certainly did that! :)Le Point de non Retour (The Point of no Return) (New Beginnings)

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