







My process

- Do all writing, editing, in MS Word
- Biggest problem with all ebooks is excessive formatting
- Best way to fix it
- After done, copy and paste into NOTE PAD
- Then copy back into MS Word

Then FORMAT

- Format headers, chapter breaks
- Best—level one for Headers, all else bold only
- Be sure curly quotes turned into straight ones
- "
- "
- Click **Proofing**, and then click **AutoCorrect Options**.
- Be sure all links in proper format <http://www> etc.
- **have to save in MS Word 2003-2007 or .doc

Prepare & upload to Smashwords

- Create cover
 - Do in MS Publisher, save as a jpg
- Write your brief description
- Decide if free or a cost
 - It can't be different in Smashwords and Kindle
- Upload all to Smashwords
- Proof when done

Kindle

- Then go to Kindle, set up an account
- Ignore most of what they say
- Upload all Smashwords files: insides, cover, etc.
- Within 24 hours you'll be on Kindle

Final thoughts

- Marketing, sharing—much advice on web about that—time the challenge
- Don't expect financial rewards
- You have learned a new and important way to communicate
- Most important—you are His witness

But you will receive power when the Holy Spirit comes on you; and you will be my witnesses in Jerusalem, and in all Judea and Samaria, and to the ends of the earth.
Acts 1:8
