

SELF-PUBLISHING CHECKLIST FOR INDIE AUTHORS



MANUSCRIPT PREPARATION

- ☐ FINALIZE MANUSCRIPT EDITS
- ☐ PROOFREAD THOROUGHLY
- ☐ FORMAT FOR PRINT AND EBOOK



COVER DESIGN

- ☐ DESIGN COVER (FRONT, BACK, SPINE)
- ☐ ENSURE HIGH-RESOLUTION IMAGES
- ☐ TEST THUMBNAIL VISIBILITY



METADATA & KEYWORDS

- ☐ CRAFT COMPELLING BOOK DESCRIPTION
- ☐ SELECT APPROPRIATE KEYWORDS
- ☐ CHOOSE RELEVANT CATEGORIES



PUBLISHING PLATFORMS

- ☐ SET UP AMAZON KDP ACCOUNT
- ☐ UPLOAD FORMATTED MANUSCRIPT
- ☐ REVIEW AND APPROVE PROOFS



MARKETING & PROMOTION

- ☐ BUILD AUTHOR WEBSITE
- ☐ SCHEDULE SOCIAL MEDIA POSTS
- ☐ PLAN BOOK LAUNCH EVENTS



POST-LAUNCH ACTIVITIES

- ☐ GATHER READER REVIEWS
- ☐ MONITOR SALES AND FEEDBACK
- ☐ PLAN FUTURE PROMOTIONS

TARIRO J. MATEWA AUTHOR & POET



POETRYBYJTMATEWA@GMAIL.COM



@AUTHORJTMATEWA



TARIROJMATEWA.COM



JUDITH MATEWA



JUDITH MATEWA