

# How to Write an Ebook in 30 Days!

*The Ultimate Step By Step Guide*



**blauthors**

Learn how to generate passive income with digital products

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## DAY 1 – BRAINSTORM A TOPIC

Check out this blogpost on [100 digital product ideas to create to help you brainstorm.](#)

What topics do you enjoy discussing or learning about?

What is your audience looking for?

What are your most popular posts?

What is trending?

What are you an expert in?

## DAY 2 – DOUBLE CHECK YOUR TOPIC

What have others written on the subject?

What background information can you find on your topic?

How will you research your topic i.e. internet, journals, interviews, etc?

Can you access all the research that you will need?

How will your book offer something different than what is currently available?

## DAY 3 – DAY 4: OUTLINE YOUR EBOOK

Copyright Information –

Author Biography -

Introduction –

Chapter 1 – (create a solid title for each chapter)

Heading (main idea of each section)

Heading

Chapter 2 -

Heading

Heading

Chapter 3 -

Heading

Heading

Chapter 4 -

Heading

Heading

Chapter 5 –

Heading

Heading

Chapter 6 –

Heading

Heading

Chapter 7 –

Heading

Heading

Chapter 8 –

Heading

Heading

## DAY 5 – 20: WRITE YOUR BOOK

Write, write and write some more! Set aside a certain amount of time each day to write i.e 1-2 hours per day. Set a timer to start and end if necessary. Avoid distractions.

### INTRODUCTION TO BOOK

#### FOR EACH CHAPTER

INTRODUCTORY PARAGRAPH

CONTENT

SUMMARIZE CHAPTER

BULLET POINTS

(Repeat the above format for each chapter in your book)

## DAY 21 – 23: FORMAT AND ADD PICTURES, TABLES AND/OR CHARTS

<b>FORMATTING</b>	<b>CHECK WHEN COMPLETED</b>
Can you add pictures, tables and/or charts to support your writing?	
Do you have royalty free, commercial use images for the ebook?	
Do the images look good where they are placed within the ebook?	
Are your fonts professional and easy to read?	
Are your colors suitable throughout the ebook?	
Is your text justified left?	
Have you avoided double spaces after punctuation?	
Have you incorporated all information into the text rather than headers or footers?	
Have you used page breaks instead of hitting the return button?	

## DAY 24-25: EDIT THE BOOK

Correct all spelling errors.

Correct all grammatical errors.

Check for overall flow of the book.

Read it again, rechecking all the above.

EDITS	Check when completed
Spelling	
Grammar	
Layouts	
Images	
Flow	



## DAY 26: TITLE THE BOOK AND CREATE A COVER

Brainstorm a specific, short and catchy title. Add a subtitle if necessary. Write ideas below:

TITLE IDEAS	SUBTITLE IF NEEDED

Create a book cover. You can use free online design tools such as Canva or PicMonkey. Make sure your images are royalty free and suitable for commercial use.

## DAY 27-29: ASK SOMEONE ELSE TO REVIEW YOUR EBOOK

Hire someone, ask a colleague or ask a friend to review your book for spelling, grammar, content and flow.

Make sure the person can review the material and return it to you with corrections within two days.

LIST PEOPLE WHO CAN POSSIBLY REVIEW YOUR EBOOK:

NAME	CONTACT INFO	YES or NO

## DAY 30: MAKE FINAL CORRECTIONS AND CONVERT

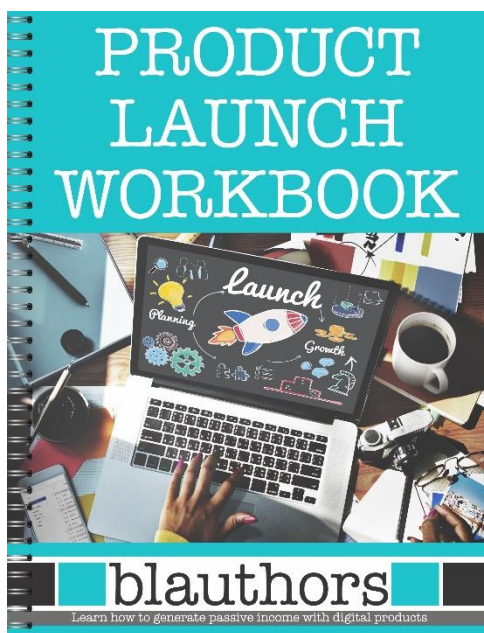
Edit the ebook after receiving the outside reviews.

FINAL EDITS	Check when completed
Spelling	
Grammar	
Layouts	
Images	
Flow	

Convert the book in the correct format (i.e. PDF, epub, Kindle, ibooks, etc) depending upon where you will sell the ebook.

CONGRATULATIONS YOU FINISHED YOUR EBOOK!

READY TO LAUNCH YOUR EBOOK?



The [Product Launch Workbook](#) walks you step by step through the process to complete an efficient product launch. By completing the workbook pages, you will be learning and launching your product at the same time.