

YOUR BOOK TITLE

A Subtitle If You Have One

YOUR NAME

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This is a work of nonfiction. Some names and identifying details have been changed.

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For the person who made you do this.

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CHAPTER 1

The First Chapter

This is the first paragraph of a chapter. It has no indent, because the first paragraph after a heading never does. Look at any book on your shelf and you'll see it.

Every paragraph after the first one gets a small indent and no extra space above it. That's how almost every published book looks, and it's the fastest way to make your pages look professional.

Replace this text with your own. In InDesign, click into the text and paste your chapter over it. The styles stay where they are. If you're working with a chatbot, hand it this file and your manuscript, and ask it to pour your book in without changing any of your words.

The body text is EB Garamond, 13 point. The headings are Montserrat. Both fonts are free at fonts.google.com, so install them before you open this file.

The page is 5.5 by 8.5 inches, a common size for memoir. The inside margin is wider than the outside one, so your words don't disappear into the spine. If you want a different trim size, change it in Document Setup and check every page before you export.

Chapters always start on a right-hand page. If a chapter ends on a right-hand page, the left-hand page after it stays blank. That's on purpose. It's how traditional books do it.

The running heads at the top of each page show the book title on the left and the chapter title on the right. They fill in by themselves. The first page of a chapter doesn't get a running head, only a page number.

This is placeholder text. It's here so you can see how a full page of your book will look before you pour your own words in. Read it out loud if you like. It won't mind.

A real chapter has long paragraphs and short ones. Some run half a page. Some are one line.

Like this.

When you replace this text, keep an eye on the bottom of each page. A single line stranded at the top or bottom of a page is called a widow or an orphan, and it's the first thing a book designer looks for. The styles in this template try to prevent them, but always check.

Dialogue works the same as any other paragraph. “Like this,” she said. Each new speaker gets a new paragraph, with the same small indent.

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A real chapter has long paragraphs and short ones. Some run half a page. Some are one line.

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Dialogue works the same as any other paragraph. “Like this,” she said. Each new speaker gets a new paragraph, with the same small indent.

CHAPTER 2

Headings, Breaks, and Quotes

Some chapters need more than paragraphs. This one shows the other styles in the template.

A section heading

That's a section heading. Use it when a chapter changes subject but keeps going. The paragraph right after it has no indent, just like the start of a chapter.

This is placeholder text. It's here so you can see how a full page of your book will look before you pour your own words in. Read it out loud if you like. It won't mind.

A real chapter has long paragraphs and short ones. Some run half a page. Some are one line.

Like this.

That's a scene break. Use it when time jumps or the place changes in the middle of a chapter. The paragraph after it starts with no indent.

Here's a quote, for a letter, a text message, or anything somebody else wrote:

This is a quote, set in italics. Keep it short. If it runs longer than a few lines, it probably belongs in your own words.

And here's a list:

- Lists get a bullet and a hanging indent.
- Keep each item short.
- Don't use more than one list a chapter if you can help it.

Back to regular paragraphs after the list.

When you replace this text, keep an eye on the bottom of each page. A single line stranded at the top or bottom of a page is called a widow or an orphan, and it's the first thing a book designer looks for. The styles in this template try to prevent them, but always check.

Dialogue works the same as any other paragraph. “Like this,” she said. Each new speaker gets a new paragraph, with the same small indent.

CHAPTER 3

The Last Chapter

Every chapter you add works the same way. Copy a chapter number, a chapter title and a first paragraph, then paste your text after it. The new chapter will jump to the next right-hand page by itself.

When the book is done, update the table of contents (Layout, Update Table of Contents) and export a PDF for print. That's the file KDP and IngramSpark want.

This is placeholder text. It's here so you can see how a full page of your book will look before you pour your own words in. Read it out loud if you like. It won't mind.

A real chapter has long paragraphs and short ones. Some run half a page. Some are one line.

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Acknowledgments

Thank the people who helped you make this book. Your Player 2, your beta readers, your editor, the friend who sat with you when the reviews came in. Keep it warm and keep it short.

About the Author

Write two or three sentences about yourself here. Where you live, what you do, and one thing that makes you you. End with your website, so readers can find you.