

# Front and Back Matter Checklist: The Self-Publishing Checklist Series

Congratulations on taking the plunge into self-publishing! This is an exciting journey that can be both rewarding and challenging. One of the most important aspects of self-publishing is creating a professional-looking book that meets industry standards. This checklist will help you ensure that your book has all the necessary front and back matter.



## Front & Back Matter Checklist (The Self-Publishing Checklist Series) by Maria Connor

★★★★☆ 4 out of 5

Language : English  
File size : 714 KB  
Text-to-Speech : Enabled  
Enhanced typesetting : Enabled  
Word Wise : Enabled  
Print length : 19 pages  
Lending : Enabled



## Front Matter

1. **Half-title page:** This is a blank page that comes before the title page.
2. **Title page:** This page includes the title of your book, your name as the author, and the name of your publisher (if applicable).
3. **Copyright page:** This page includes the copyright notice, the number, and the Library of Congress Cataloging-in-Publication Data (if applicable).

4. **Dedication:** This is a page where you can dedicate your book to someone special.
5. **Acknowledgments:** This is a page where you can thank the people who helped you write and publish your book.
6. **Table of contents:** This is a list of the chapters and sections in your book.
7. **Foreword:** This is an to your book written by another person, such as an expert in your field.
8. **Preface:** This is a section where you can provide background information on your book or explain your purpose for writing it.
9. : This is the first chapter of your book, where you introduce your topic and set the stage for what's to come.

## **Back Matter**

1. **Epilogue:** This is a section at the end of your book that provides a or summary of your topic.
2. **Appendix:** This is a section where you can include additional information that is not essential to the main text of your book, such as data tables, charts, or maps.
3. **Glossary:** This is a list of terms and definitions that are used in your book.
4. **Index:** This is a list of keywords and page numbers that helps readers find information in your book.
5. **Author bio:** This is a brief biography of yourself.

6. **Contact information:** This is where you can provide readers with information on how to contact you, such as your website, email address, or social media links.
7. **Back cover copy:** This is a brief description of your book that appears on the back cover.

By following this checklist, you can ensure that your book has all the necessary front and back matter. This will help your book look professional and meet industry standards.



## Front & Back Matter Checklist (The Self-Publishing Checklist Series) by Maria Connor

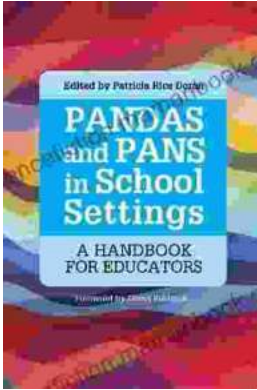
★★★★☆ 4 out of 5

Language : English  
File size : 714 KB  
Text-to-Speech : Enabled  
Enhanced typesetting : Enabled  
Word Wise : Enabled  
Print length : 19 pages  
Lending : Enabled



## Clean(ish) Food for People Who Like to Eat Dirty

By: [Your Name] Are you tired of feeling guilty about your food choices? Do you crave delicious, satisfying meals but worry about the health...



## **The Handbook for Educators: A Comprehensive Guide to Teaching and Learning**

The Handbook for Educators is a comprehensive resource for educators of all levels, from preschool to higher education. This handbook provides essential...