

**I'VE WRITTEN A BOOK. . .
NOW WHAT?!**



Unit 4 Worksheets

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With your manuscript drafted and edited, I'm sure you're champing at the bit for publication! This is a lofty goal, and I commend you for starting the process. I hope you'll find that this packet has something for everyone, those with traditional publishing aspirations and self-publishing goals alike.

For those who've always dreamed of the traditional publishing experience, keep reading "A Step-by-Step Guide to the Unsolicited Querying Process" below.

For those more interested in self-publishing, check out "A Sample Budgeting Worksheet for Self-Published Authors" on page 4.

A Step-by-Step Guide to the Unsolicited Querying Process.

Want a tried and true way to find a dream agent with tastes like yours? Make a list of your favorite books published in the last five years, especially those that are in the same genre as your manuscript.

I've given you space for five books below, but I encourage you to expand your list on another page or in an Excel spreadsheet. Perseverance is the name of the game, after all – you should query at least 100 literary agents before giving up on your manuscript (source: [Writer's Digest](#)).

Once those titles are listed, write down the agent and/or agency listed in each book's Acknowledgments section.

Finally, visit the agency's website, Publishers Marketplace, AgentQuery, and/or Query Tracker to learn if the agent is currently accepting new authors. If they are, do they prefer queries by email or by snail mail (with a self-addressed stamped envelope, or SASE, enclosed)? How much of your manuscript do they want to see in the initial query?

Title	Literary Agent Listed in Acknowledgments	Accepting New Authors? (Y/N)	Email or Snail Mail?	Full, partial, or no MS?



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If you haven't already, now is the time to draft and polish your query letter and supplemental documents. Remember, if your book is nonfiction, you will need to prepare all of the elements of a nonfiction proposal for submission.

You can use "The Anatomy of a Query Letter" slide from my lecture for reference. Other more highly recommended references include:

- Veteran New York agent Janet Reid's advice blog, QueryShark.Blogspot.com.
- Former literary agent Jane Friedman's website, JaneFriedman.com.

It's time to query some agents! You can build a chart like the one below to track your submissions. The three columns farthest to the right can be blocked out in the case of a flat-out rejection (and substituted with an "I deserve this" piece of chocolate).

Remember, it's a good idea to only send out a handful of simultaneous submissions at a time. That way, you can use any constructive criticism you may receive in a rejection to further massage and edit your manuscript before the next submission round.

Happy querying, writers! As *The Hunger Games*' Effie Trinket would say, "May the odds be ever in your favor!"

Literary Agent	Date Submitted	Expected Date of Reply	MS Request, Offer, or Rejection?	Date Full MS Sent	Expected Date of Reply	Final Decision



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A Sample Budgeting Worksheet for Self-Published Authors.

It can be helpful for authors considering self-publication to calculate their net profit for many reasons, including the following:

- Before publication, the author can plug in different list prices and anticipated royalties to see how many units he must sell to earn out his production expenses.
- After publication, it allows her to consider whether the return on investment of a marketing or advertising initiative is worth the up-front financial cost.

Sample earnings and expense categories are listed below.

Earnings	Earnings Details	Amount Earned
Book Sales, by list price & royalties	Author website	
	Amazon/KDP	
	Barnes & Noble/Nook	
	Kobo	
	iBooks	
	Other	
Other Earnings		
Total Earnings (A)		

Expenses	Expense Details	Amount Spent
Editorial Services	Developmental editing	
	Proofreading/copyediting	
Graphic Design	Cover design	
	Interior formatting	
Distribution Costs	Amazon/KDP	
	Barnes & Noble/Nook	
	Kobo	
	iBooks	
Publicity/Marketing Efforts	Other	
	Google AdWords	
	Book trailer production	
	Table at local book fair	
Total Expenses (B)		
Net Profit (=A-B)		

Please note: this is only a preliminary budgeting worksheet.

I encourage any authors who intend to earn primary or supplemental income from their books to keep regular profit-loss income statements (P&Ls) once they've been published.



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Resources for Further Reading.

* = Traditional publishing resource

= Self-publishing resource

- AgentQuery.com*
- *The Author Startup: A Radical Approach to Rapidly Writing and Publishing Your Book on Amazon.* Ray Brehm. Dauntless Publishing, 2017. #
- BookLife.com #
- “Don’t Give Up Until You’ve Queried 80 Agents or More.” Kristi Belcamino. WritersDigest.com, 2014. <http://www.writersdigest.com/editor-blogs/guide-to-literary-agents/dont-give-up-until-youve-queried-80-agents-or-more>*
- *Get a Literary Agent: The Complete Guide to Securing Representation for Your Work.* Chuck Sambuchino. Writer’s Digest Books, 2014.*
- *Guide to Literary Agents 2017: The Most Trusted Guide to Getting Published.* Chuck Sambuchino, ed. Writer’s Digest Books, 2016.*
- *How to Self-Publish a Book on Amazon.com: Writing, Editing, Designing, Publishing, and Marketing.* Chris McMullen. Amazon Digital Services LLC, 2009. #
- JaneFriedman.com *#
- *Marketing for Writers who Hate Marketing: The No-Stress Way to Sell Books without Losing Your Mind.* James Scott Bell. Compendium Press, 2017. *#
- PublishersMarketplace.com*
- *Publishers Weekly* (magazine and website)*
- QueryShark.blogspot.com*
- QueryTracker.net*
- *The Write Way: Everything You Need to Know about Publishing, Selling and Marketing Your Book.* Amy Collins. New Shelves, 2015. #
- *Writer’s Digest* (magazine and website) *#
- *Writer’s Market 2017: The Most Trusted Guide to Getting Published.* Robert Lee Brewer, ed. Writer’s Digest Books, 2016.*



No matter which publishing route you choose, I wish you the best of luck!

If you find yourself in need of help, now or down the road, contact me.

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