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The Title Page (Always on the Right side)...This is where your Book's Title and Pen name will go.

Sample Typeset

Cambria Font, 1.5 Spaced, 5.5x8.5

*By
Author Pen Name*



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Book Title

by Author Pen Name

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***The Copyright page is
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***There are usually two blank pages after
the Copyright page - so that all of the
"front matter" or "front pages" land on
the right side of the book.***

Blank pages do not display page numbers...though the numbers are still implied.

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All "Front Matter" or beginning pages before the first chapter are numbered by using Roman Numerals and always start on the right.

Blank pages keep all “front matter” or pages before the first chapter to the right of the book.

The images under the Heading are called “glyphs” and are chosen by the typesetter to customize the look and feel of your book.

INTRODUCTION



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Chapter numbers and titles start 3 to 4 spaces down from the top of the page and do not have headers.

Chapter 1

Heading Title One



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Drop caps are used at the beginning of the first paragraph of each chapter. The font used is chosen by the typesetter to customize each book.

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Page numbering begins as Arabic numbers on the first page of the first chapter. Page numbers do not start at "1" but continues numbering from the beginning.

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The BOOK TITLE is the left page header and the CHAPTER TITLE is the right page header.

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Chapter 2

Heading Title Two



An example of a quote or Scripture.

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All body chapters, (after chapter one), continue on consecutive pages, unless requested by the author that they all start on the right side.

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**An example of
a bulleted list**

- Morbi consectetur metus id ipsum tincidunt eu tempus mi fermentum.
- Praesent sollicitudin sollicitudin nisi, a rutrum eros tempus in.
- Suspendisse ac tortor leo, et placerat leo.
- Sed placerat dui sed nisi pulvinar congue.
- Sed et velit purus, nec viverra nibh.
- Donec ac nisi eu dui vulputate tincidunt.
- Vivamus sit amet neque vel tortor bibendum aliquam.
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*Example of a landscape-oriented image:
(short sides on the left and right)*

**Landscape images may need to be reduced
or cropped to fit within margins.**



*Example of a portrait-oriented image:
(short sides on the top and bottom)*

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