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*The Title Page (Always on  
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# *Sample Typeset*

*Courier Font, 1.5 Spaced,  
5.5x8.5*

*By  
Author Pen Name*

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PRESS

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ISBN 0000000000000

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left.***

***There are usually two blank  
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- 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



*L*orem ipsum dolor sit amet, consectetur adipiscing elit. Duis porttitor, eros in auctor tincidunt, lectus mi molestie massa, at tempus ante ipsum ac augue. Morbi risus erat, iaculis in pretium sed, suscipit nec dui. Pellentesque varius sodales nisi et volutpat. Nulla aliquam bibendum neque eget suscipit. Maecenas sit amet neque libero. Nam quis odio erat. Sed non tincidunt tellus. Curabitur at diam eget turpis tincidunt euis suscipit nec dui mod.

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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



*S*uspendisse potenti. Vivamus pellen-  
tesque tortor ac orci ultricies

*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.*

vulputate volut-  
. Nam eros tellus,  
vel, gravida nec  
neque at accumsan  
is neque, et tris-  
orci. Nullam nibh  
gestas nec, phare-

tra nec est. Nullam egestas tincidunt  
tristique. Vivamus non nunc eros. Mauris  
molestie, nibh eu condimentum lobortis,  
enim tortor faucibus urna in condi-  
mentum nibh nibh conv  
gravida, ligula scel  
eleifend, eros arcu c  
vitae laoreet sem orci  
vestibulum rutrum sapi

*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.*

Aenean eu quam pharetra odio lobortis ornare quis ultricies risus. Vivamus ultrices condimentum massa non aliquet. Fusce lacinia, leo laoreet ullamcorper consequat, nibh felis fringilla justo, at ullamcorper ligula lorem sed justo. In viverra est a nunc tempus eget cursus nibh accumsan. In non nunc consequat orci dictum lobortis et ut lorem. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam condimentum urna non odio varius aliquet. Maecenas at risus at urna sodales porttitor. Mauris elementum orci quis est congue ut sagittis eros commodo. Vivamus quis est tortor, vel pellentesque quam. Proin nisl nibh, consectetur non facilisis eu, volutpat vitae tellus. Vivamus auctor blandit libero, non aliquet lacus pulvinar et.

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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.

*Quotes and Scriptures Maecenas condimentum congue mauris, vitae feugiat velit pellentesque non. Integer nec sapien risus. Vestibulum eu lectus erat, nec pulvinar felis.*

*V*ivamus pellentesque tortor ac orci ultricies consectetur. Integer vulputate volutpat mauris eget mollis. Nam eros tellus. scelerisque at auctor vel ulla, neque nisl nibh, congue ut sagittis eros commodo. Vivamus quis est tortor, vel pellentesque quam. Proin nisl nibh, consectetur non facilisis eu, volutpat vitae tellus. Vivamus auctor blandit libero, non aliquet lacus pulvinar et. Suspendisse faucibus bibendum justo a volutpat. Morbi aliquam ornare elit, in facilisis tellus gravida non. Fusce quam magna, ullamcorper ac posuere quis, scelerisque ut quam. In a nisl nec odio

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

ligula scelerisque fermentum eleifend, eros arcu condimentum lacus, vitae laoreet sem orci quis purus. Aenean eu quam pharetra odio lobortis ornare quis ultricies risus. Vivamus ultrices condimentum massa non aliquet. Fusce lacinia, leo laoreet ullamcorper consequat, nibh felis fringilla justo, at ullamcorper ligula lorem sed justo. In viverra est a nunc tempus eget cursus nibh accumsan. In non nunc consequat orci dictum lobortis et ut lorem. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam condimentum urna non odio varius aliquet. Maecenas at risus at urna sodales portitor. Mauris elementum orci quis est congue ut sagittis eros commodo. Vivamus quis est tortor, vel pellentesque quam. Proin nisl nibh, consectetur non facilisis eu, volutpat vitae tellus. Vivamus auctor blandit libero, non aliquet lacus pulvinar et.

Suspendisse faucibus bibendum justo a volutpat. Morbi aliquam ornare elit, in facilisis tellus gravida non. Fusce quam magna, ullamcorper ac posuere quis, scelerisque ut quam. In a nisl nec odio



sodales tincidunt. Vivamus elementum semper pretium. In hac habitasse platea dictumst. Ut magna mauris, laoreet a mattis nec, condimentum a magna. Nulla andit placerat.

**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.
- Vestibulum eget dolor sem, condimentum vehicula felis.
- In vel arcu in eros volutpat gravida.
- Mauris quis nisl eu ante ultricies condimentum.
- Suspendisse tristique facilisis mi, vitae bibendum est pulvinar in.

Suspendisse faucibus bibendum justo a volutpat. Morbi aliquam ornare elit, in facilisis tellus gravida non. Fusce quam magna, ullamcorper ac posuere quis, scelerisque ut quam. In a nisl nec odio sodales tincidunt. Vivamus elementum semper pretium.

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**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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