

# SELF PUBLISHING

## SUMMARY GUIDE.

burble™

This guide is designed to summarise what is required before submitting your book for print. Our paperback book offering comes in 3 sizes. Covers are full colour on the outside, blank on the inside. Text pages are printed in 1 colour black throughout.

### 1 USE OUR WORD TO PDF GUIDE

#### AVAILABLE ON THE WEBSITE BURBLE.CO.ZA UNDER THE SELF PUBLISH HEADING

You can work and format in Word, then save as a pdf and submit for print. There are, a few very important steps required though and the sequence of doing things matters a great deal so refer to our guide.

### 2 CALCULATING YOUR SPINE SIZE

#### PAPER CHOICE AND SPINE THICKNESS

The cream paper 'bulks' more than the white paper does. So even with the same page count, a book with cream pages will have a thicker spine than a book with white pages. Page count means the number of page faces, or numbered pages.... or how many pages have I written? Include all pages in the count – blank, acknowledgement, title, contents, index, glossary and any other.

### 3 USE OUR COVER GUIDE

#### AVAILABLE ON THE WEBSITE BURBLE.CO.ZA UNDER SELF PUBLISH

Your book pages need to fit into their cover. Artwork files for the cover will include the spine at a specific width. While you can design your cover at any stage, the print files should only be finalised once you are certain of your final page count.

Number of pages and paper choice affect the spine thickness. Use our spine calculator to work out the spine thickness of your book. Available on the website burble.co.za under the Self Publish heading.

### 4 PROOF READING

We cannot stress the importance of a final proof read before submitting your pdf. Any niggles in the pdf will be niggles in the printed job.

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## 5 ISBN

### INTERNATIONAL STANDARD BOOK NUMBER

This is a number that uniquely identifies any published book. It cannot be removed but you can replace it with your own ISBN if you already have one.

All our paperback books include an ISBN number on the back cover. We take care of everything to do with this process for you. There is no additional charge for this service.

Please leave room in your artwork for us to add in the ISBN. A white rectangle on the back cover of around 20 x 40mm is sufficient.

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## 6 UPLOAD YOUR PDF

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