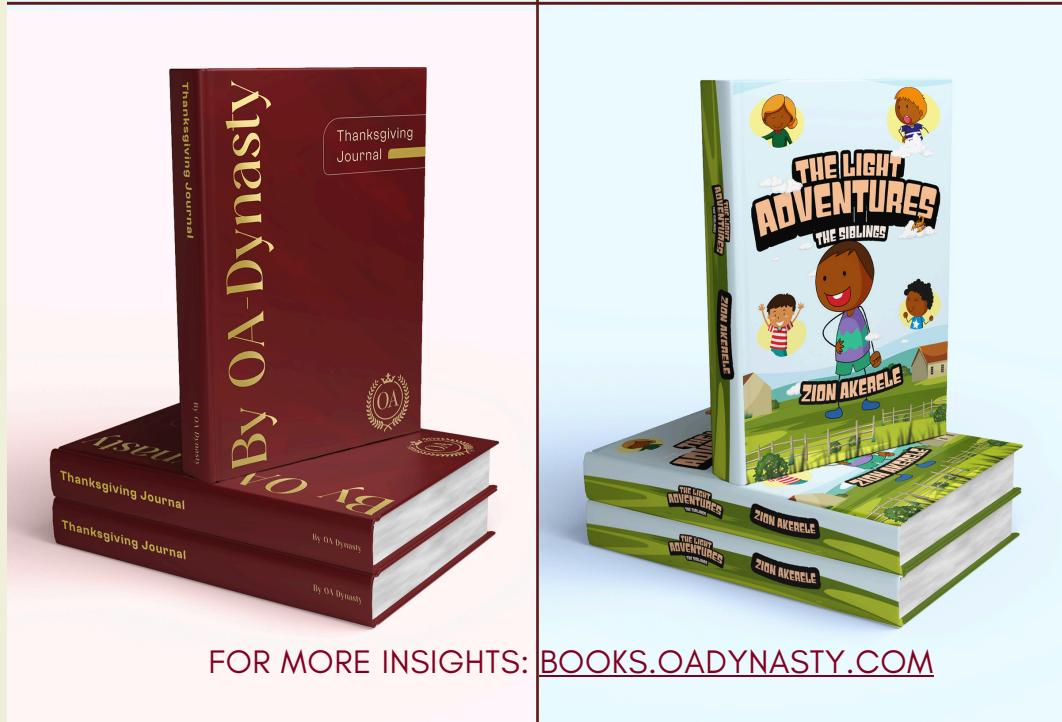
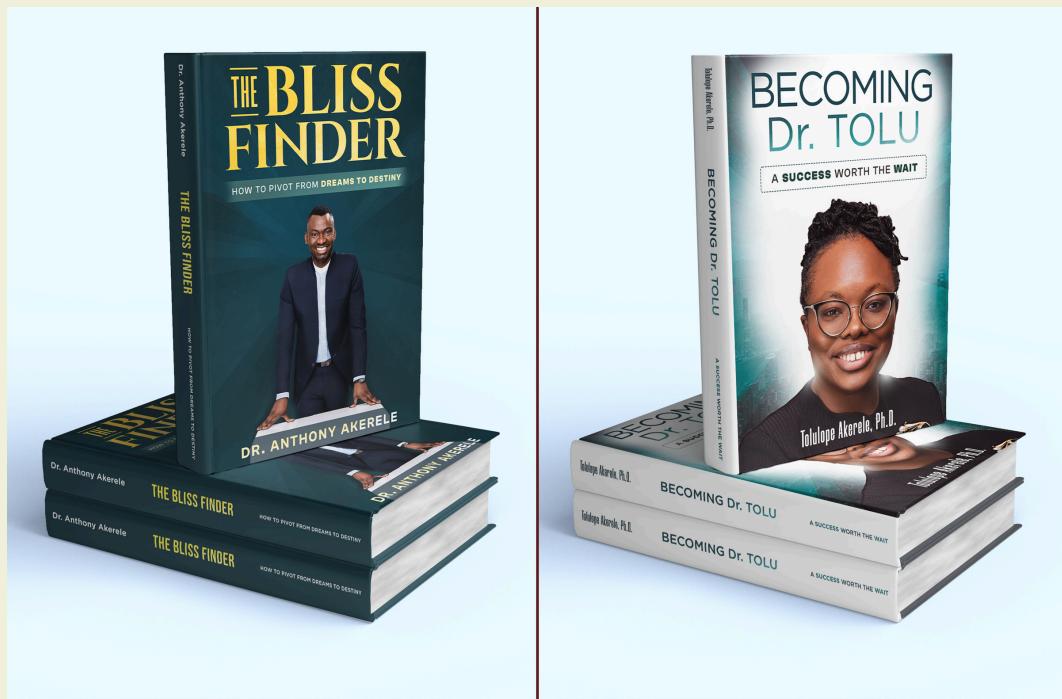




# AUTHOR'S GUIDE

Your 5-Step Framework to Writing and Publishing Your  
First and Next Book



FOR MORE INSIGHTS: [BOOKS.OADYNASTY.COM](http://BOOKS.OADYNASTY.COM)



# WHAT'S INSIDE

In this guide, you'll find:

 **The 5P Framework.**

 **Quick Checklist.**

 **Setting your Writing Goal.**

 **Planning Ahead (sample of a workable plan).**



[books.oadynasty.com](http://booksoadynasty.com)



[books@oadynasty.com](mailto:books@oadynasty.com)



# HOW TO USE THIS GUIDE

This guide is designed to be your one-stop resource for writing and publishing your first book. Here's how to get the most out of it:

**Start with the Framework.** Read through the 5P Framework to understand the big picture of the publishing journey.

**Use the Checklist.** Follow the step-by-step checklist to make sure you don't miss any critical details. It's designed to keep you organized and on track.

**Set your Goal.** Define what you want to achieve with your book. This will guide your writing style, publishing choices, and marketing strategy.

**Plan Ahead.** Use the 6-month roadmap as a sample timeline. Adjust it to fit your own pace and lifestyle so you stay motivated without feeling overwhelmed.

**Take Action.** The real progress happens when you put pen to paper (or fingers to keyboard). Use this guide not just as information but as a workbook for your author journey.



# *Introduction* BECOMING AN AUTHOR



A U T H O R

Writing a book is one of the most rewarding journeys you can take. But for first-time authors, the process can feel overwhelming, from getting the first words on the page to finally holding your book in hand.

We created this guide to simplify that journey for you. Using our clear 5-step framework — Purpose, Prepare, Produce, Publish, Promote — you'll learn exactly what to do at each stage. Whether you're writing to inspire, teach, or tell your story, this guide will give you the confidence and clarity you need to bring your book to life.

At Books by OA-Dynasty, we believe every story matters — and yours deserves to be told

# Section 1



## THE 5P FRAMEWORK

Books By OA-Dynasty 5P Framework for Authors

### PURPOSE

Why you're writing

### PREPARE

Laying the foundation

### PRODUCE

Bringing your book to life

### PUBLISH

Making it official

### PROMOTE

Sharing your story with the world



# PURPOSE

Define Why You're Writing. Before you write a single word, ask:

- What is the central message of my book?
- Who am I writing for? (your target audience)
- What do I want readers to gain? Inspiration? Knowledge? Practical steps?
- Why do I need to share the message now?



## Tip

Write a one-sentence purpose statement.

Example: "This book will help young professionals build resilience and thrive in their careers."

Every book starts with a reason. Define your message, your audience, and the impact you want your book to have. Clarity of purpose will guide every decision you make.





# PREPARE

Lay the Foundation. Preparation saves time and prevents overwhelm later.

- Outline your book structure. Decide chapters, flow, and word count.
- Choose a working title. Keep it clear, memorable, and aligned with your audience.
- Schedule writing time. Consistency matters more than speed.
- Research your publishing path. Decide between traditional publishing and self-publishing.



## Tip

Treat your outline as a roadmap. It doesn't have to be perfect, but it should guide your writing journey.

Preparation sets you up for success. Create your outline, choose a working title, research your publishing options, and plan your writing schedule.



# PRODUCE

**Write & Refine:** This is where your book takes shape

- First Draft: Focus on getting ideas out, not on perfection
- Editing: Hire a professional editor for grammar, clarity, and flow.
- Beta Readers: Share with trusted readers for honest feedback.
- Formatting & Design: Decide your book size, create interior layout, and design a professional cover.
- ISBN: Secure your International Standard Book Number if you want to sell commercially.

## Tip

Invest in design – readers do judge a book by its cover.



This is where the writing happens. Draft your chapters, edit thoroughly, get feedback from beta readers, and polish your manuscript with professional design and formatting.

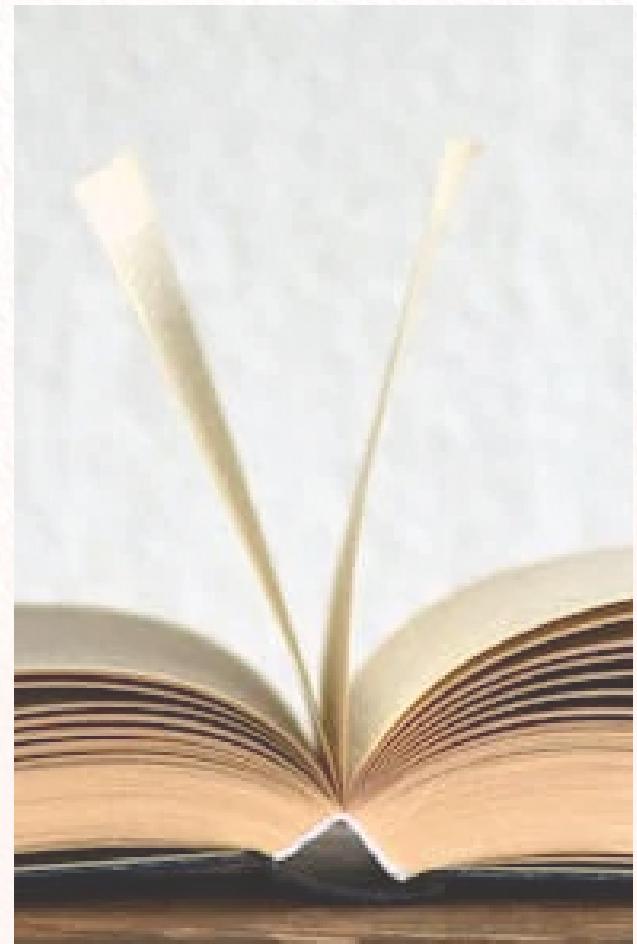




# PUBLISH

Bring Your Book to Life. Now it's time to make your book available to the world.

- Self-Publishing:** Amazon KDP is a popular option for global distribution. You'll upload your manuscript, cover, and book details.
- Traditional Publishing:** Submit to publishers or agents (expect longer timelines).
- Proof Copy:** Review a proof copy to check formatting, printing, and have a feel of how the book will look
- Finalize:** Approve your final draft and confirm distribution channels



## Tip

At Books by OA-Dynasty, we guide authors through both self-publishing and professional publishing options.

Turn your manuscript into a book the world can read. Choose between self-publishing and traditional publishing, secure your ISBN, upload to platforms like Amazon KDP, and review proof copies.



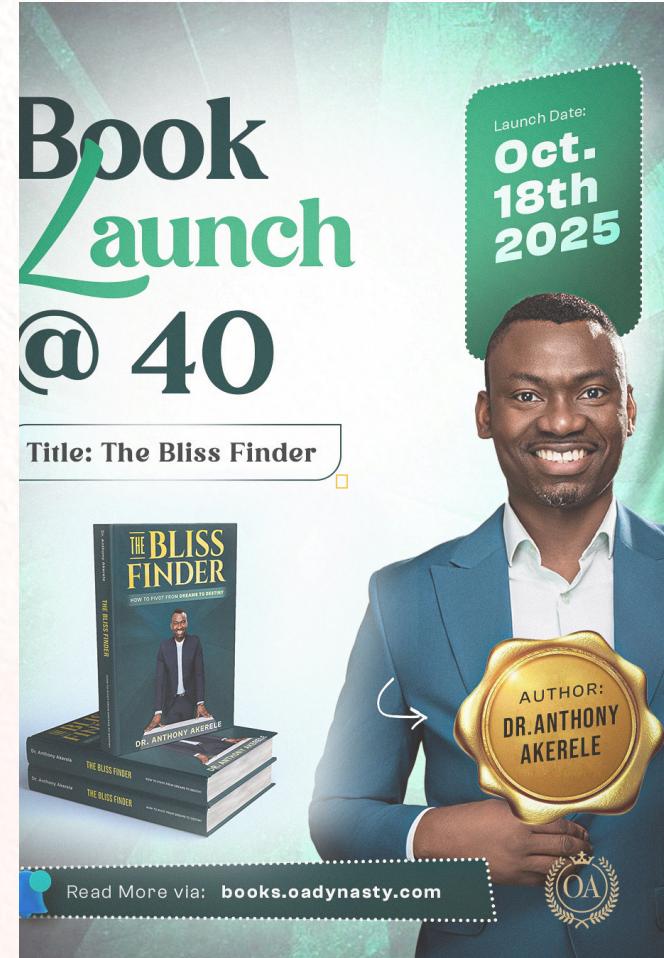
# PROMOTE

Share Your Story Widely. A book doesn't sell itself – marketing is key.

- ❑ Landing Page/Website: Create a hub where readers can learn more and buy your book.
- ❑ Social Media: Share excerpts, behind-the-scenes stories, and reviews.
- ❑ Publicity: Reach out to podcasts, blogs, or speaking platforms.
- ❑ Book Launch: Host a virtual or in-person launch event.
- ❑ Keep Marketing: Promotion continues long after launch day.

## Tip

Build anticipation early. Start talking about your book months before release.



A great book needs readers. Create a launch plan, build buzz on social media, set up a website, and keep marketing long after launch day.





## Section 2

### QUICK CHECKLIST

Quick checklist to Publishing your First or Next Book

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- Purpose statement written
- Book outline complete
- Writing schedule set
- Draft written
- Edited professionally
- Beta readers reviewed
- Cover + interior design ready
- ISBN secured
- Publishing route chosen
- Proof copy checked
- Launch date set
- Marketing plan activated



## Section 3

### SET YOUR GOAL

Every author's journey is unique, and having clear goals will keep you focused and motivated. Decide what success looks like for you — whether it's sharing your story, building credibility, creating impact, or generating income. With defined goals, you'll have a roadmap to guide your writing and publishing decisions.

ACTION PLAN	30 DAYS
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ACTION PLAN	60 DAYS
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ACTION PLAN	90 DAYS
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# Section 4



## PLANNING AHEAD

A successful book doesn't happen by chance – it's the result of thoughtful planning. Map out your writing timeline, editing schedule, and publishing milestones. Planning ahead helps you stay on track, avoid last-minute stress, and ensures your book is ready for launch when you want it to be.



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# PLANNING AHEAD

## Sample 6-Month Roadmap to Publishing Your Book

### Month 1 – Define & Outline

- ❑ Set book goals
- ❑ Create chapter outline
- ❑ Choose a working title

### Month 2 – Write the First Draft

- ❑ Write consistently
- ❑ Complete chapters
- ❑ Don't worry about perfection

### Month 3 – Revise & Edit

- ❑ Self-review draft
- ❑ Hire editor
- ❑ Plan book size & cover

### Month 4 – Finalize & Design

- ❑ Apply edits
- ❑ Beta reader feedback
- ❑ Finalize cover & layout
- ❑ Secure ISBN

### Month 5 – Prepare for Publishing

- ❑ Choose publishing path
- ❑ Upload to Amazon KDP / Submit to publishers
- ❑ Order proof copy

### Month 6 – Launch & Promote

- ❑ Announce launch date
- ❑ Market on social media
- ❑ Host book launch
- ❑ Keep promoting



# Want to Get Started?

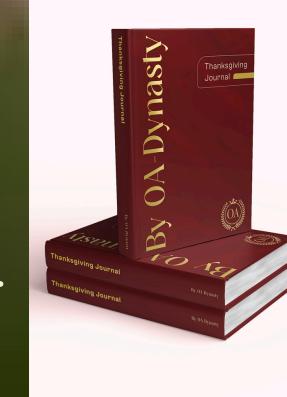
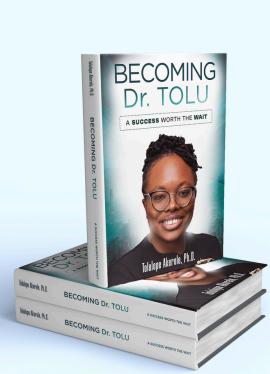
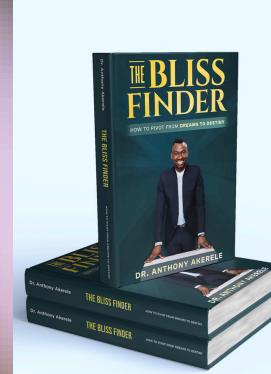
At Books by OA-Dynasty, we offer:

End-to-end publishing services.

Editing, formatting, and design support.

Self-publishing guidance (Amazon KDP & more).

Book marketing and launch strategies.



DO YOU NEED  
MORE HELP?

SCHEDULE A CALL



[books.oadynasty.com](http://booksoadynasty.com)



[books@oadynasty.com](mailto:books@oadynasty.com)



# notes