

The Eight-Step InSCRIBE Me Process

STEP 1 - INITIATIVE	<i>I am ready to get started.</i> Scribe Profile
STEP 2 - INSIGHT	<i>Let's get clarity.</i> New Client Creativity Consultation Discuss Scribe Development Plan (SDP)
STEP 3 - INSCRIBE	<i>I am a Scribe.</i> Write the content. Create the internal book layout and template. Scribe Coaching Sessions
STEP 4 - INCUBATE	<i>Writing and Revising.</i> Author Manuscript Revisions Developmental Editing
STEP 5 - INTENTION	<i>Crafting the vision.</i> Update SDP (Book Summary and Synopsis) Refine Author Biography Gather Endorsements and Foreword Book Cover Design* ISBN Number + Bar Code*
STEP 6 - INFRASTRUCTURE	<i>Implementing the vision.</i> Formal Manuscript Editing Start Pre Order Campaign Finalize Document Formatting Distribution Set Up
STEP 7 - INSPECT	<i>Check everything for accuracy.</i> Upload Document to Printer Order a Proof Copy and Approve Copy Editing Book Release Planning
STEP 8 - INSPIRE	<i>Welcome Scribe. (Client Offboarding)</i> Launch Support Send Pre Orders Host a Book Launch Project Summary + Testimonial

