

Paperback Formatting Essentials

Survey

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Additional Information

Below we have included links to helpful resources mentioned in the Webinar. You can access each of the sections by going to the links provided.

[KDP University](#) — links to Build Your Book – Paperback formatting guide, KDP Jumpstart, Upcoming and Previously recorded webinars, and videos. Below are direct links to videos that are helpful for interior formatting.

- [Creating Quality Books](#)
- [How to use Kindle Create Add-In for Microsoft Word](#)
- [How to create high-resolution images](#)
- [Setting page Size, margins, and bleed in Word](#)
- [Using templates for paperback formatting](#)

[Build Your Book](#) — Format a Paperback Manuscript – This guide shows you how to turn your Microsoft Word file into a PDF that's ready to be uploaded to KDP. It includes:

- Step-by-step instructions
- Videos to show you what the instructions look like onscreen
- Downloadable, printable companion guide to use as you format your manuscript on your computer

[KDP Jumpstart](#) — KDP Jumpstart is a streamlined, sequential approach to the steps required to go from finished manuscript to published book. The four steps in KDP Jumpstart are:

- **Getting started.** Enter your author, payment, and tax information to set up your KDP account.
- **Book details.** Enter information like title, author, and description to help readers find your book.
- **Manuscript & cover.** Transform your manuscript into a formatted file and design a cover that grabs readers' attention.
- **Rights & pricing.** Decide where and for how much you want to sell your book.

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[Formatting Help Pages](#) — The following links take you to the KDP Help pages that are specifically geared toward formatting.

[KDP Jumpstart Topic 6](#) - Introduction to Book Design – This page contains best practices and illustrations of the interior and cover components.

[KDP Jumpstart Topic 8](#) - Format Your Manuscript (eBook and paperback) – This page contains information on how to use the Kindle Create Add-in for Microsoft Word tool (PC only) to:

- Set your trim size, margins, and indentations
- Create your front matter (e.g., title page, copyright page, table of contents, dedication)
- Format chapter titles and first paragraphs
- Add headers and page numbers
- Preview your book before publishing it

[Kindle Create Add-In](#) - Access Kindle Create book themes in Microsoft Word (PC)

[Paperback Publishing Guidelines](#) – A downloadable PDF that includes the information you need to successfully publish your paperback.

[Format Your Paperback – Troubleshooting](#) - Browse the topics below to learn how to fix the issues Previewer identifies.

[Paperback Manuscript Templates](#) - To help you format your paperback, we have created templates in Microsoft Word into which you can insert your content.