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*The Title Page (Always on the Right side)...This is where your Book's Title and Pen name will go.*

# *Sample* *Typeset*

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

*By  
Author Pen Name*



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*Book Title*

by Author Pen Name

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***The Copyright page  
is always on the  
left.***

***There are usually two blank  
pages after the Copyright  
page - so that all of the  
"front matter" or "front  
pages" land on the right  
side of the book.***

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*Blank pages do not display page numbers... though the numbers are still implied.*

*All "Front Matter" or beginning pages before the first chapter are numbered by using Roman Numerals and always start on the right.*

*The images under the Heading are called "glyphs" and are chosen by the typesetter to customize the look and feel of your book.*

## INTRODUCTION



***Blank pages keep all  
"front matter" or  
pages before the first  
chapter to the right  
of the book.***

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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**



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**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.**

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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

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a quote or  
scripture.



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volutpat blandit placerat.

- Morbi consectetur metus id ipsum tincidunt eu tempus mi fermentum.

**An example of a bulleted list**

- trum eros tempus in.
- e ac tortor leo, et plac-

- 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.
  - Mauris semper consectetur nunc, non tristique dolor venenatis non.
  - Ut sodales dolor quis nibh accumsan malesuada.
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  - In blandit sapien eu mauris cursus tristique.
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(short sides on the top and bottom)*

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