



## *Discover The Book Within: Outline Your Content!*

Now that you know the perfect book and topic for you, you can outline a draft of content that will go into the book. Use this handout as a guide. Your outline and your contents may evolve once you start the writing process; however, at least you have a starting point!

1. What is a logical structure, order or flow to organize your content based on the topic and genre of your book? For example, it could be taking the reader through steps like Point A through Point Z, or a chronological order.
2. Is there a theme(s) you could use throughout your book?
3. What are some major categories or sections you could divide your book into? If you have a theme, try to incorporate it into the major parts and sections.
4. For each of the sections listed above, divide each into at least 2 or more chapters.

**Section 1:** \_\_\_\_\_ **Section 2:** \_\_\_\_\_

**Chapter 1:** \_\_\_\_\_ **Chapter 1:** \_\_\_\_\_

**Chapter 2:** \_\_\_\_\_ **Chapter 2:** \_\_\_\_\_

**Chapter 3:** \_\_\_\_\_ **Chapter 3:** \_\_\_\_\_

5. If you're having trouble brainstorming content for your chapters, think about your readers. What do they care about? What are some of their challenges and pain points that you could guide them through?



## Examples of Common Book Elements

- **Front Matter** (the front pages of the book)
  - Title Page
  - Copyright Page
  - Table of Contents
  - Foreword
  - Preface
  - Acknowledgements
  - Introduction
  - Prologue
  
- **Body Matter** (the middle section with the body of text)
  - Parts
  - Sections
  - Chapters
  
- **Back Matter** (the back section of the book)
  - Epilogue
  - Conclusion
  - Appendix
  - Notes
  - Glossary
  - Bibliography/References
  - Index
  - Resources

\*This is not an exhaustive list. You can add or remove elements to your book according to the genre, type, theme, etc