

Project Intake Questions with completed manuscript



Your name:

Are you the author?

Is this a joint project with any other persons, groups, or organizations? If so, who?

Why did you write a book?

What is your goal for this project? To inform? To record? To entertain? To encourage action?

What is your definition of success? Everyone defines this a bit differently. Some examples of success: just completing the manuscript, publication in any form or a particular form, a certain number of book sales, a certain number of reviews, and so on.

What draft of the manuscript are you working on? It's okay if it's your first draft.

What is your manuscript about? Can you summarize it in a sentence or two (or a paragraph maximum)?

What is the genre?

What is the page count and word count of your manuscript?

Who is your ideal/target reader? This is also known as the intended audience.

What do you want your reader to come away with?

Have you thought about a publishing path? (agent, publisher, self-publish)

In what format do you intend to publish? (print, print-on-demand, ebook)

Has your work been published? (examples: magazine, blogs . . .)

What are your strengths as a writer? Do you have concerns about grammar or other writing skills?

What are the strengths of your manuscript?

Do you see weaknesses in the manuscript? Where?

How much more work are you prepared to do on this manuscript?

What is your timeline?

What authors do you like to read? What genre?

Has anyone read your manuscript, any alpha or beta readers? What was their feedback?
