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Manuscript Title *FINAL-J.Thomas-EITI-Manuscript

Manuscript Word Count 12K+

EDITING CONTENT QUESTIONNAIRE

Your title is now moving into the final editing stages. Please complete the following questionnaire regarding your title: Please be as specific as possible when completing the questionnaire.

As an author, you might not realize just how much intervention your writing needs to make it readable and publishable. A request to prioritize your style and voice could still mean that a lot of grammatical corrections are necessary. These are all things your editor needs to know to avoid making unnecessary changes.

Is there a rule you would like your editor to disregard because you have purposefully gone against convention in your manuscript?

EXAMPLE: I'm British and I expect most of my sales will come from my British audience. Could you please retain my British English wording and spelling, such as boot for trunk, and favourite for favorite? I also prefer references to God, such as "He" and "Him," to remain capitalized.

N/A

After referencing What to Expect, are there rules or "trouble zones" you would like your editor to pay special attention?

EXAMPLE: I often misspell or omit words. The misspelled words may be difficult to find because they may be similar ("the" for "this" or "he" for "the") to the word I'm trying to spell. Character names may be spelled inconsistently throughout the book.

N/A



While editing your book, would you prefer your editor to use the simple past tense of (went, occurred, etc.) or past perfect tense of (had gone, had occurred, etc.)?

Examples:

- (simple) *We went our separate ways after graduating high school but kept in touch.*
- (perfect) *We had gone our separate ways after graduating high school but had kept in touch.*

- (simple) *After the previous incidents, I forgave him and did not look back.*
- (perfect) *After the previous incidents, I had forgiven him and had not looked back.*

- (simple) *I was nominated for three categories.*
- (perfect) *I had been nominated for three categories.*

- (simple) *She told me it all began before her marriage.*
- (perfect) *She told me it had all begun before her marriage.*

Maintain the tense that is written.

The job of your editor is to edit your manuscript and preserving your voice, which could be in direct conflict with applying standard English grammar. This could be a huge judgement call for your editor. *In cases where your editor needs to choose between preserving something about the way you write and applying standard English grammar, which would you prefer?*

Example:

Original text: *She told me if I didn't go over his house last night I wouldnt be in this mess now. I said I know I got to apolloigize and she says I won't never be ableto make it right.*

- **Edited to prioritize the author's voice and style:** *She told me that if I didn't go over to his house last night, I wouldn't be in this mess now. I said I know I got to apologize, and she said I won't ever be able to make it right.*
- **Edited to prioritize standard English grammar:** *She told me that if I hadn't gone to his house the night before, I wouldn't be in this mess now. I said I knew I needed to apologize, and she said I would never be able to make it right.*

Prioritize author's voice and style.



What aspects of your writing are unique and define you as an author?

SAMPLE ANSWER: My writing style is very casual and reflects the way I speak. I prefer short, choppy sentences and will not include commas if I think it interrupts the flow of the writing, especially in dialogue.

My writing is very casual. I wrote in a conversational style. I wrote as if

I was speaking to the reader so I want to maintain that kind of familiar tone.

Are there areas in the manuscript where you would like your editor's feedback?

SAMPLE ANSWER: During chapter 8, there's a chase scene; I obviously want this chapter to be noticeably faster paced than the other chapters. Do you think I was successful, or what can I improve?

I am concerned about whether my transitions from one topic to another make sense.

I'm also concerned that there are sections where the writing doesn't express my thoughts clearly.



What is your book's specific genre?

SAMPLE ANSWER: Inspirational memoir about overcoming personal obstacles, young adult paranormal romance, historical fiction about Henry VIII, political mystery thriller.

Inspirational memoir that is meant to be a guide for others who are in the same situation.

Provide a thorough summary of your book. Don't be afraid to make this a long summary. Too much information is preferable to not enough.

Highlight the main themes of the book. If you feel there are elements or "hooks" that will entice readers, please include them here.

One day you're living your life and the next you're living with dementia. You don't have it

but you feel like you do because you're caring for a parent does. You saw their behavior and

cognitive ability progressively diminish to the point where you had to step in.

Someone has to protect your loved one's interests. You're the only one who can.

No, you didn't sign up for this, but as an only child, it's your assignment by default.

Or is it by divine? Perspective is everything.

Is this your situation? I hope the information that I share can give you the knowledge to

face it with fortitude, march through it with might, and conquer it with courage.

This book is a guide to help you along your journey. Use it as a way to

stay ahead of the obstacles that you will encounter along the way.

You will learn some fundamentals about how dementia affects the brain and how it

presents itself in elderly people. The resources provided will help you to

identify and address the symptoms of dementia in order to maintain your

parent's health. In addition, you'll learn about ways to mentally come to grips

with the magnitude of the role you are undertaking. This book is designed to come off

the shelf and be your companion as you make your way from one task to the next.



Describe the specific tone, theme, and mood you would like your book to convey to readers.

FOR EXAMPLE: *a lighthearted and easy-to-use guide to home finances, etc.*

This book will act as a guide for those caring for a person with dementia, specifically a parent. It is written in a casual style as if the reader and I are having a conversation at home.

Describe your target audience by factors such as age group, interests, education, gender, etc. Who do you envision purchasing and reading your book?

Target audience will be people (primarily women) in the 40-60 yr old age range. They are children who have no siblings and are faced with assuming the role of caregiver for their parent. They are familiar with doing research to learn about the topics in which they are involved.

What sets your book apart?

FOR EXAMPLE: *is there anything newsworthy, unique, or controversial about your book?*

The book is written from the perspective of an only child who is a caregiver to their parent.

It is written as a guide/workbook designed to come off the shelf and travel with the reader throughout their caregiving journey. Resources are provided to support the personal information shared. Pages are designated for making notes after the reader explores each resource. There is also a Biblical element that helps the reader adjust their perspective regarding caregiving in order to make the role more tolerable.
