

3 STEPS TO TURN SERMONS INTO BOOKS

BY INTENTIONAL REACH

www.intentionalreach.com

ARE YOU READY TO TURN YOUR SERMONS INTO A BOOK?

If you've thought about turning your audio/video sermons into a book, you've come to the right place to get started. The first step in the process is having your sermons transcribed. Once you have the transcripts, you can edit them yourself or hire an editor to help you get the transcripts into manuscript format.

1

AUDIO TO TRANSCRIPT

AUDIO TO TRANSCRIPT

If your audio files are posted on your website, let us know which ones you need transcribed, and we'll download them for you. If they aren't posted online, but they are in digital format (MP3, WAV, WMA, AVI...), we'll create a free [Dropbox](#) folder for you, and all you'll have to do is drag and drop your files into the folder. Once the files are in the folder, we'll receive a message that there are new files. Then we will drag and drop them onto our computers and get right to work transcribing.

If your files are on cassette, CD, or DVD, you can send them to us, and we'll be happy to convert them to digital format and transcribe them for you.

If your sermons are handwritten, we can type them for you into a digital format.

2

TRANSCRIPT TO MANUSCRIPT

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Once the transcripts are completed, we'll send them to you to review and revise. You'll adjust paragraph breaks where needed, add sub-headings, etc. to turn the transcripts into a basic manuscript. You'll change specific names to fictitious names when necessary to protect the identity of friends and relatives. You'll also add a little here and delete a little there and make other changes as needed to better communicate your original sermon points in written form.

TRANSCRIPT TO MANUSCRIPT

Next to writing and preaching the sermons in the first place, this is your most important step in the process. The more you do in this step, the less the editors have to do, and the more money you'll save. For many pastors, this is the also the most intimidating part of the process because they think, "I'm a preacher, not a writer. I'm not sure I can do this."

If that describes you, don't worry! Once you're done revising the transcripts into a rough draft manuscript, experienced editors can help you. They'll give you an honest assessment of what they think should be changed in order to turn all your hard work into a polished manuscript.

3

MANUSCRIPT TO BOOK

MANUSCRIPT TO BOOK

Next, you'll turn your manuscript over to our friends at Critical Mass Publishing (CMP). They'll take care of the rest of the process of transforming your sermons into a book. CMP was created by a pastor who is also the Wall Street Journal best-selling author of more than a dozen books.

Their Pulpit to Page program takes your sermon transcripts to the next level—a published high quality print and e-book. They do the heavy lifting, but you reap 100% of all royalties. With CMP, you are in the driver's seat as both author and publisher. You can even choose your own "imprint."

MANUSCRIPT TO BOOK

The basic CMP package includes: title creation, basic copy editing, cover design, interior design, ISBN and bar code, publishing, distribution, unlimited revisions for 90 days post-publication, and setting up all relevant author and book pages needed for you to be a presence in the publishing world and on the internet.

If your book needs a little extra development or editing, or you want help with marketing your title, CMP has services that can be tailored to your specific project needs. Your book will be available at Amazon, Barnes and Noble, and other major outlets.

And all of this can be done at substantially less cost to you than most self-publishing or “Indie” services. To learn more, visit www.criticalmasspublishing.com.

WHY
CHOOSE US?

HOW INTENTIONAL REACH WILL SAVE YOU TIME AND MONEY ON THE SERMON-TO-BOOK PROCESS

Bible verse accuracy: We will look up every verse to make sure you didn't mean to say 1 Kings when you said 2 Kings or verses 2-8 when you said verses 3-9 or the name Elijah when you said Elisha. Looking up the verses is also important because if you said, "In Psalm 29 it says...", it's impossible to know whether you meant chapter 29 or chapter 20, verse 9 without looking it up.

Hebrew/Greek words: We will look up the correct spelling of Hebrew and Greek words in the Strong's Concordance and if we're still stumped, we'll put a blank and time stamp for you.

HOW INTENTIONAL REACH WILL SAVE YOU TIME AND MONEY ON THE SERMON-TO-BOOK PROCESS

Grammar correction and light editing: We will leave out the uh's and um's, laughs and coughs, and "Hey Bill, I don't think my microphone is on..." We'll correct grammar, leave out crutch words and phrases (like Andy Stanley's infamous "Listen, listen..."), and recast sentences so they read more smoothly.

Bible verse formatting: We'll format all Bible verses in your choice of bold, italics, and/or color to differentiate between direct biblical quotes and paraphrases.

HOW INTENTIONAL REACH WILL SAVE YOU TIME AND MONEY ON THE SERMON-TO-BOOK PROCESS

Proofreading: This is one of the most important steps we take in the transcription process for you. Every transcript will be proofread by an experienced proofreader/editor to ensure not just accuracy but consistency as well. We do our best to make sure all your transcripts look like they were transcribed by one person, even though in reality they will have been transcribed by multiple people with multiple styles.

READY TO TURN YOUR SERMONS INTO BOOKS?

Great! Our team is
excited to help you.

[START NOW](#)