

# Writing Master Keys

## To Unlock—and Actually Finish—Your Book

(Break free of the Misconceptions Holding You Back)

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Writing takes planning, research, time, talent and is really hard.

But ... here's ALL you REALLY need to do to start AND FINISH your book:

When You Think This:	Read and Do This:
<i>"First, I need to think through my ideas, pre-plan, make a solid plot and outline the whole book."</i>	<p>Planning is great. However, most authors write without a plot and guess what? They write their books faster and often with no more issues than those who DO plot! Writing requires later revisions for everyone. But if you haven't written anything because you are "thinking" about it, there won't be anything TO revise!</p> <p><b>Dedicate 15 minutes, 5 days a week to ONLY writing. No thinking. Just get the words down. That's how to: Write the book!</b></p>
<i>"I need to research the history, facts, details and develop character sketches."</i>	<p>You are probably writing about something that is already of interest to you or that you know well. Your characters have likely become welcomed friends in your mind. Details and facts can be filled in or adjusted later. Insert "XXXX" where you need to fill in specifics later.</p> <p><b>Do NOT use that 15 minutes a day to research. Fearlessly write, inserting "XXXX" where you need to go back later to insert details or facts. That's how you: Write the book!</b></p>
<i>"Writing takes more time than I have right now. I'll get started on it when I have enough free time for writing."</i>	<p>No one ever has enough time in their lives. Yet thousands of writers do it every November. Really? Yep. Last year, 431,626 people joined <a href="#">NaNoWriMo</a> (an annual national writing endeavor) and each one wrote a 50,000 word book in one month.</p> <p><b>Use a chart, like the one at the end of this file, to track your cumulative word count. Watch the count grow. Don't outline, research, revise, look back or do anything but...write your book!</b></p>
<i>"I don't know if I have the talent to become a writer."</i>	<p>No one is a born writer. Everyone must learn the craft. They learn the craft by writing. And writing more. Experience beats talent every time. Your life experience is unique—you can share it in words.</p> <p><b>Say out loud: "My life experiences and ideas <u>deserve to be shared</u>. I can and will: Write my book!"</b></p>
<i>"Writing is hard work. I don't know if I'm up for that."</i>	<p><u>Life</u> is hard work! Writing never gets easy but it does get easier. Everything worthwhile takes some effort. Writing enables you to explore new ideas, delve into emotions, and create exciting worlds using only words. What a rush!</p> <p><b>Print the pages you write every day. Watch the stack grow. Every word is a step closer, every page a pay-off, every scene you write a new reality. Enjoy the journey as you: Write the book!</b></p>

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 Email me to ask YOUR SPECIFIC question about writing! I'm glad to help!

# **FREE TOOLS TO HELP YOU WRITE:**



## **1. Think: EVERNOTE**

Ideas for your writing come at all times. Evernote is an app—with a FREE version—that you can use on your smart phone, tablet or computer to capture your ideas and transfer them easily to your manuscript. Use it for dictation as well!



## **2. Write: OPEN OFFICE**

If you have MSWord or Pages, skip this. But if you don't, then download the FREE OpenOffice.org word processor. You can save an Open Office file as a .doc file making it easy to transfer, convert or use in any other way to submit to publishers or to then reformat into an e-book.



## **3. Tools: TYPINATOR or AUTOHOTKEY**

Repetitive names or phrases can slow your productivity. Use Typinator (for Macs) or AutoHotKey (for Windows) and you set it so that when you type something brief, it inserts something much longer. For instance, you can set it up so that every time you type "BW" it can insert a name you need, like "Bartholomew Wilderby," without having to type it out.



## **4. Motivation: NANOWRIMO**

Join in the fun any November as participants from around the world cheer each other on as they each write a 50,000-word novel in a month!



## **5. Inspiration: SUCCESS STORIES**

Check out the writers I am privileged to have as clients, whose dreams to write have been fulfilled with their numerous published books! Why? Because they decided to: **Write the book!**

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**For editing services and writing tips galore at: [Haven4Writers.com](http://Haven4Writers.com)**

**Questions? I'd love to hear from you. Email me by [clicking here](#)**

# My Writing Success Chart

Date	Hours	# Words Today	Total # Words	Notes

*Celebrate 30 Days of Successful Writing!*