

Getting Started with CreateSpace

(Note: The Following was written prior to the introduction of Kindle Print. We will be posting a separate lesson about using Kindle Print. However, there are still some advantages to using CreateSpace at the moment. You can obtain extended distribution beyond Amazon and you can order author copies at a discount. So, I'm including this chapter about setting things up on CreateSpace. I do suspect, though, that Amazon is phasing out CreateSpace as a platform and will be migrating everything to Kindle. They already did something similar to their video component by creating [Amazon Video Direct](#).)

Creating a print book using CreateSpace is time-consuming, but easy if you want to commit to the process. There are no "technical skills" necessary. You can do everything just using your word processor and the conversion tools on the CreateSpace site. So, let's start with the process of setting up your first book on the site. As an example, I'm going to upload my novel *Death Gets an "F."* It has been out as an ebook for more than a year, so I might as well make it a paperback as well.

We are going to assume you have already logged in at <http://www.createspace.com> with your Amazon credentials or set up a separate account. They will ask for all the basic information including tax information and bank account so you can get paid.

The Member Dashboard

When you log in you get a screen that looks like this:

The screenshot shows the CreateSpace Member Dashboard. The page header includes "an Amazon company" and "Hi, Terri! (Log out)". The main content area is titled "Member Dashboard" for "Terri Main, Member ID 642234". It features a "Message Center" with "1 alert", a "Royalty Balance" section showing \$0.00 USD, £0.00 GBP, and €0.00 EUR, and a "My Projects" table. The "My Projects" table lists three books: "Death Gets an 'F'", "z", and "Why Shouldn't I Hire You", all with an "Incomplete" status. A "May Units Sold" section shows 0 units. The dashboard is annotated with blue callout boxes: "Quick Navigation" points to the left sidebar; "Message Center" points to the message center; "Add New Title" points to the "Add New Title" button; "Royalties" points to the "Royalty Balance" section; and "Projects" points to the "My Projects" table.

Title Name	Status	May Units	ID
Death Gets an "F"	Incomplete	- May Royalties Order Copies	4191261
z	Incomplete	- May Royalties Order Copies	4559553
Why Shouldn't I Hire You	Incomplete	- May Royalties Order Copies	3500576

This is your dashboard. You have access to all of your books here. You can get accounts of your current royalties, jump to different parts of the site, be notified of messages from CreateSpace and add new projects.

I suggest that you follow along with a project you might want to publish. Even if it is not yet ready, you can do a test and just stop short of actual publication until it is ready.

To get started click on The Add New Title button.

Start Project

When you click the Add New Title button, you get this screen.

Start Your New Project

*** Required**

- Tell us the name of your project ***

You can change your title at any time before you submit your project for review.
- Choose which type of project you want to start ***
 Paperback Audio CD DVD
 MP3 Video Download
- Choose a setup process ***

Guided	A step-by-step process with help along the way.	Get Started
Expert <small>NEW</small>	A streamlined single-page experience for those familiar with the process.	Get Started

Refine Your Work

- [Ask the Community](#)
- [Create a Preview](#)
- [Get Ideas in Resources](#)
- [Book Editorial Services](#)
- [Book Illustration Services](#)
- [CreateSpace PDF Submission Specification](#)

Learn More About the Process

→ [Setup Instructions](#) can give you an overview on the setup process.

Here you just enter a name for the project and identify the type of project you are doing. We are doing print on demand, but you can also create audio and video projects as well.

You have a choice of how to go through the setup process. We are going to select guided, but once you get used to how CreateSpace works you can click on the "expert" version and streamline the process.

Title Information

At this point, you get a screen that asks for the title of your book. This is the actual title that will be listed on Amazon. You will also add your name and any subtitles and series titles you might have. You can also set a publication date. Think about this section carefully. It is locked in once you publish the book. So give it serious consideration.

Title Information ◀ Back Next ▶

What to do on this page: Enter title information, including title and author. This information is associated with your book's ISBN and cannot be changed after you complete the review process.

Title * * Required

Subtitle
[What's this?](#)

Primary Author *
[What's this?](#)

<input type="text"/>	<input type="text" value="Terri"/>	<input type="text"/>	<input type="text" value="Main"/>	<input type="text"/>
Prefix	First Name / Initial	Middle Name / Initial	Last Name / Surname *	Suffix

Add Contributors
[What's this?](#)

This book is part of a series ([What's this?](#))

Series Title **Volume**

Edition number
[What's this?](#)

Language *
[What's this?](#)

Publication Date
[What's this?](#)

Obtain ISBN

ISBN stands for International Standard Book Number. It's a unique number that identifies your book. If you bought an ISBN for your ebook, you CANNOT use it for your print book. Every edition of a book has a unique ISBN.

Fortunately, CreateSpace has low-cost options.

ISBN ◀ Back Next ▶

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Choose an ISBN option for your book:

- Free CreateSpace-Assigned ISBN**
We can assign an ISBN to your book at no charge.
- Custom ISBN** Only \$10
Set your own [imprint](#) to be listed as the publisher.
- Custom Universal ISBN** Only \$99
Set a custom imprint while keeping your distribution and publishing options open.
- Provide Your Own ISBN**
If you have an ISBN that you purchased from Bowker® or through your local ISBN agency, you can use it to publish your book through CreateSpace. You must also enter the imprint name associated with the ISBN.

Once CreateSpace assigns an ISBN, it cannot be changed. Cancel Assign Free ISBN

You can get a free ISBN, but your book's imprint of record will be "CreateSpace Independent Publishing Platform." That will be your publisher name. I don't mind for this book, but for others, I like to have a custom name. That cost just \$10. If you have your own ISBN, you can use that one. There are different distribution options that go with the ISBNs. There are some advantages of going with the free option and others with the \$10 one. There is also a premium option for \$99. It provides more distribution options. However, you may not need those options. For most of us, the free or \$10 option is enough.

You are now set up to begin working on the interior of your book. We will begin to cover that part of the process in our next lesson.