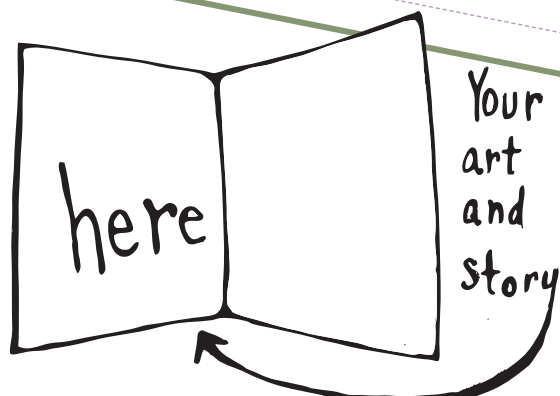


Write NOW! **MAKE** Books



a bookmaker's FIELD guide

to share
your story and art

(or.....HOW TO grow a book!)

and change
THE WORLD!



www.reflectionpress.com/kids

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KIDS

TAKE A LOOK

watch the
VIDEOS on the
website for
HELP on EACH
STEP of the
PROCESS

www.reflectionpress.com/kids

WELCOME Bookmaker!

MY NAME is Maya Gonzalez and
I'm a CHILDREN'S book author and artist

together with the help of my partner I put together this *Bookmaker's Field Guide* especially for kids just like YOU! You'll get to know me more when you watch the videos on the website and we work through the field guide together!



A FEW THINGS I know FOR SURE:

I've been making children's books for a long time. No one ever taught me how to do it. I taught myself through doing. When someone asked me if I wanted to make a children's book, I didn't say I don't know how, I said OK!

I said OK because I was an artist and I knew that I could figure anything out and I did. Making children's books is one of the coolest things I get to do. I can't seem to stop doing it! I've got like a million books inside of me!

Which is kind of funny because growing up I never found any books that had characters that were Chicana like me or had experiences or even feelings like me and the people I knew. I felt left out, like I was invisible.

When I got older, I got it! I got what happens when we tell our stories and fill the pages of our books with faces like ours and the people we know! **We proclaim we are HERE! We have VOICE!**

After making art and playing with literally thousands of kids I realized something else.
EVERYONE IS AN ARTIST and EVERYONE HAS A STORY TO TELL.

That's what led me to share everything I know about book making with KIDS!

I already know you've got what it takes. I already know you've got something to say.
Making books pretty much changed my life.

Here are the tools!

Let's do this!

****NOTE to 'Cool Grown-up':** take a look at the *Cool Grown-Ups Guide* on the last page!



FOR THIS Field guide we're going to focus on creating a **handmade book**, but once you understand the process, you can always **talk to a cool grown-up** who might be able to help you turn your story and art into an "official" printed and bound book! Maybe even your school library will put it on their shelves!

What's inside THE guide

Write NOW!
MAKE
Books

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a little EXPLORING BEFORE WE BEGIN

ISBN = a book's ID number

All the books you see in the library or bookstore have one thing in common, they all have a unique 10 or 13 digit number printed on them.

This is the book's ID number or ISBN which stands for International Standard Book Number. There's a big database on the internet that lists all of these ID numbers and let's people know that the book is in print. Among other book details like number of pages, year published and who helped make it, the ISBN also tells people who the publisher is.



Usually you'll find the ISBN on the copyright page... that's the page that has all that tiny print and says who wrote the book and did the illustrations and who published it. There might also be some information on that page for librarians so they know what shelf to put the book on when it comes to the library. Besides the copyright page, you'll also find the ISBN on the back cover on the barcode.



Take a look at a book and SEE
if You can Find its ISBN

Explore More!

once You Find a book's ISBN,
go to **isbnsearch.org** and
ENTER it in the box.
Does it MATCH up to the book
You HAVE?

**Publisher = the person or company
who owns the ISBN**

and guess what?! anyone can purchase an ISBN. The official site for buying ISBN's is myidentifiers.com. They can be a little pricey if you're just starting out.

But Wait...

Do I HAVE to HAVE an ISBN to make a book?

NO! ANYONE can Make Books! An ISBN is a way of TELLING THE WORLD that You published a book and WHETHER it's available FOR PEOPLE to buy and FOR LIBRARIES to HAVE on THEIR SHELVES.... BUT, WHETHER You HAVE an ISBN or not it doesn't stop anyone FROM SHARING THEIR art and story and CREATING Your own book, WHETHER PRINTED 'officially' like books You SEE at Your SCHOOL OR library OR Handmade Books like WE'RE going to CREATE in this Field guide.

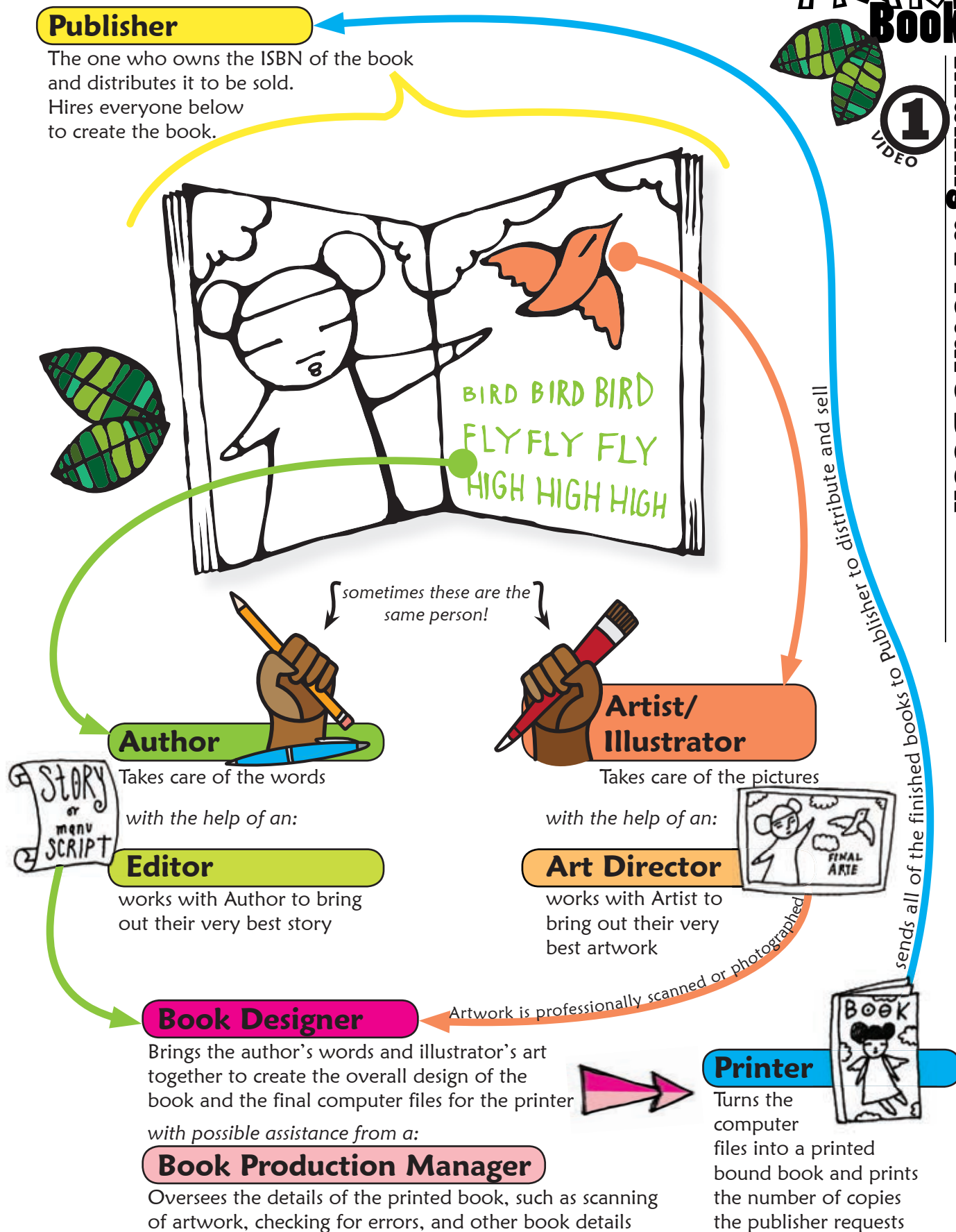


FIRST, Let's take a look at: WHO'S INVOLVED IN MAKING A PICTURE BOOK?

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Books

1
VIDEO

Making a Picture Book



As You saw on the PREVIOUS Page, making a book can include a lot of PEOPLE but SOMETIMES one PERSON may take on SEVERAL OF THE ROLES.

When an author or artist takes on the role of PUBLISHER to publish their own book, it is often REFERRED to as "SELF-Publishing."

Many now popular authors and artists throughout history have gotten their books out through SELF-Publishing FIRST before working with another publisher. Working with others can help you bring out your VERY best story and art but one of the most powerful skills you can learn is how to listen to YOURSELF FIRST and FOREMOST!

So, BEFORE you jump into making your book, it's always a good idea to see what help you might need along the way.

Use the worksheet on the next page to start planning your journey.



COMMUNITY SUPPORT: WHO'S HELPING TO MAKE MY BOOK?

 Publisher - owns the ISBN - distributes and sells the book to the public, for example to bookstores, schools, and libraries - Hires —————→	 Author - writes the story - their job is to listen to their heart and tell a really good story!	 Illustrator - draws the pictures - creates a visual story in pictures from the Author's words - their job is not just to draw what the words say but to add their own unique vision of the story through art	 Editor(s) - helps the Author write the best story - reads the story after or as it's being created, watches for spelling errors and provides their own suggestions for how to make it better, the Author may or may not take their suggestions.	 Art Director - helps the Illustrator make the best pictures - looks over the art as it's being made (thumbnails, drawings, final art) - keeps an eye on the trim & gutter and that there's enough room for text, offers suggestions	 Book Designer brings together the Author's words and Illustrator's art into computer files for the printer	 Printer turns the computer files into a printed bound book and prints the number of copies the publisher requests					
Self-Publishing - YOU own the ISBN (or no ISBN) - YOU distribute and sell the book - YOU ARE or YOU Hire —————→	<table border="1"> <tr> <td data-bbox="592 1512 998 1701">  Who's writing my book? ☐ ME! ☐ _____ ☐ _____ </td> <td data-bbox="592 1155 998 1512">  Who's creating the art for my book? ☐ ME! ☐ _____ ☐ _____ </td> <td data-bbox="592 882 998 1155"> Who's gonna edit my book? ☐ ME! ☐ _____ Do I need a: ☐ Translator: _____ </td> <td data-bbox="592 609 998 882"> Who's gonna help with art direction? ☐ ME! ☐ _____ ☐ _____ </td> <td data-bbox="592 336 998 609"> Who's doing the design & helping to produce the book? ☐ ME! ☐ _____ ☐ _____ </td> <td data-bbox="592 115 998 336"> Who's going to make my handmade book? ☐ ME! ☐ _____ # of copies: _____ </td> </tr> </table>					 Who's writing my book? ☐ ME! ☐ _____ ☐ _____	 Who's creating the art for my book? ☐ ME! ☐ _____ ☐ _____	Who's gonna edit my book? ☐ ME! ☐ _____ Do I need a: ☐ Translator: _____	Who's gonna help with art direction? ☐ ME! ☐ _____ ☐ _____	Who's doing the design & helping to produce the book? ☐ ME! ☐ _____ ☐ _____	Who's going to make my handmade book? ☐ ME! ☐ _____ # of copies: _____
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VIDEO 1

Remember for this guide, we're focusing on making a **handmade book**, so you may not need all of the roles listed at the top of the page. BUT it's still good practice to think about the different areas. You may find that when it comes time to construct your book, you'll need or want additional help especially if you're considering making more than one copy. You can always come back to this worksheet as you travel on your book path and discover where you may need more help.

Write NOW!
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Books

START

do You HAVE Your Field guide with You? You'll need it on the journey! Match the numbers to the worksheets & Videos!

VIDEO
1
WORKSHEETS

START

Write NOW! Let's MAKE A BOOK

a journey through bookmaking

(or....HOW TO GROW A BOOK)

WHERE do STORIES COME FROM?

LISTEN
FOR YOUR STORIES!

VIDEO
2
WORKSHEETS

WRITE, WRITE,
WRITE YOUR
STORY
ideas

A STORY
or
manu
SCRIPT

Final Manuscript

is the "official" word for your unpublished story

Thumbnails

are small sketches of your book illustrations no bigger than a finger!

VIDEO
3
WORKSHEETS

time to
think
about the
art!

THUMB
NAILS

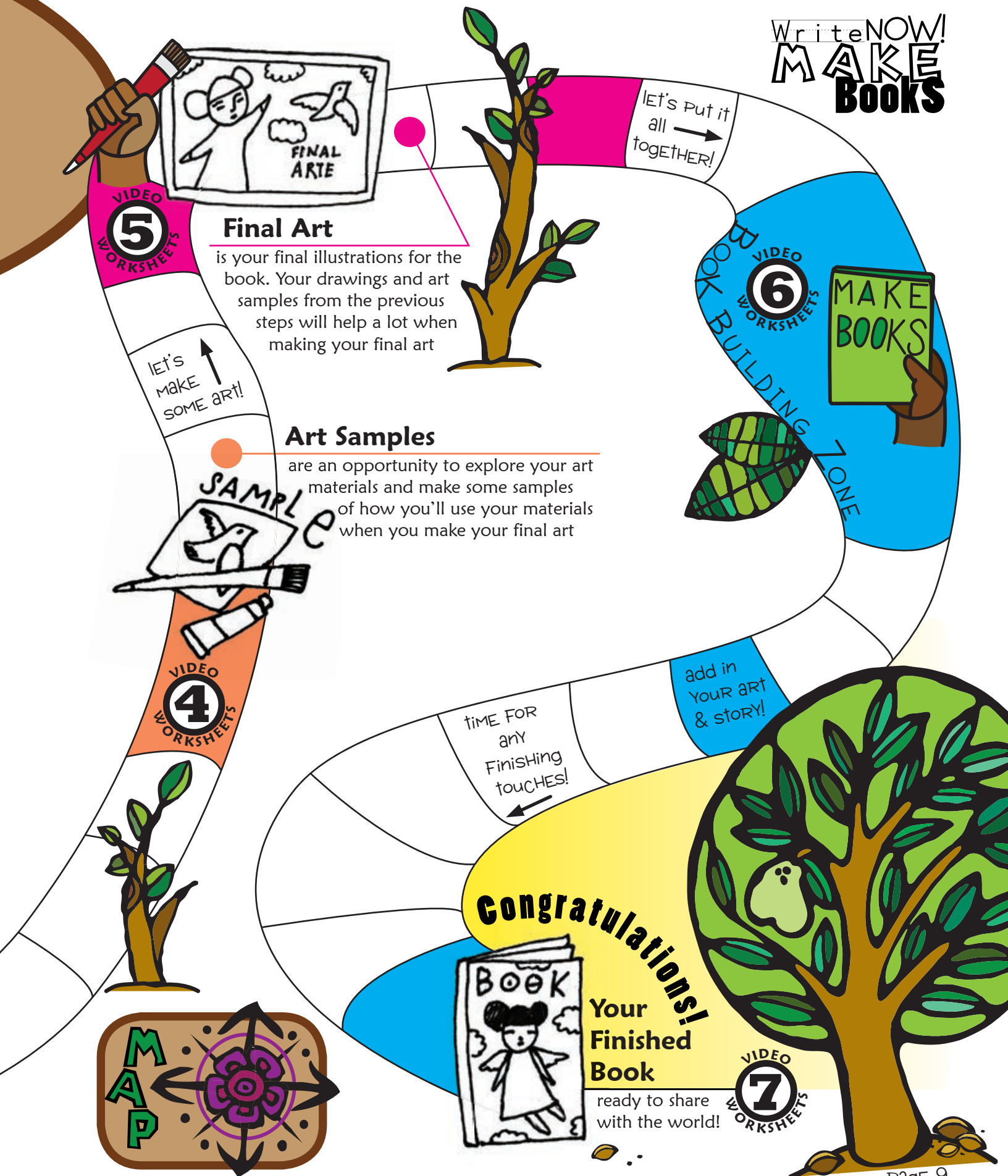
let's start
moving into
MORE
detail

Drawings

are larger drawings of your book illustrations now with more detail

DRAWINGS

what art
materials will
you use?



Final Art

is your final illustrations for the book. Your drawings and art samples from the previous steps will help a lot when making your final art

Art Samples

are an opportunity to explore your art materials and make some samples of how you'll use your materials when you make your final art

**M
A
P**

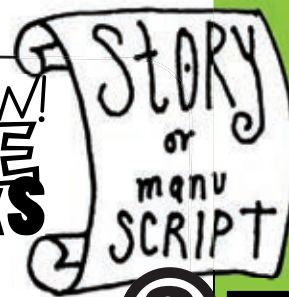


This image shows a single page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

TITLE: _____

by: _____

Write NOW!
**MAKE
Books**



2
VIDEO

Final Manuscript



Write NOW!

Number of words = _____



Thumbnails



Now that You've got Your Final story, it's time to start thinking about what text will go on what Page and sketching initial ideas For the art.

SPREAD 1

--	--

SPREAD 2

--	--



SPREAD 3

--	--

SPREAD 4

--	--



Drawings

With Your thumbnails done, You can now start adding MORE detail with larger drawings.



Note: Drawing Templates are at 75% of the Final Art size, if you want to enlarge to full size, you should enlarge by 133% on a copier.



SPREAD 1

--	--



SPREAD 2

--	--



Drawings



SPREAD 3

--	--

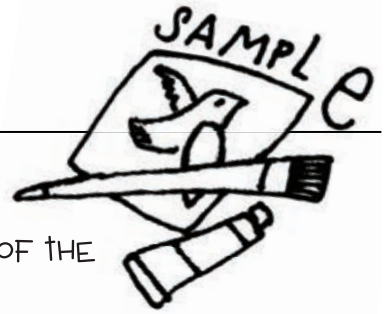


SPREAD 4

--	--



Art Samples



THIS IS THE TIME TO PLAY PLAY PLAY AND EXPERIMENT. DECIDING WHAT art materials to use and HOW to use THEM IS THE NAME OF THE GAME DURING THIS STEP.

Note to Artist:

on the checklist to the right and in the video you'll find some suggestions for art materials to use for your final art. Feel free to choose one of these, all of these or something completely different and unique to you!

And remember the 3 Rules!

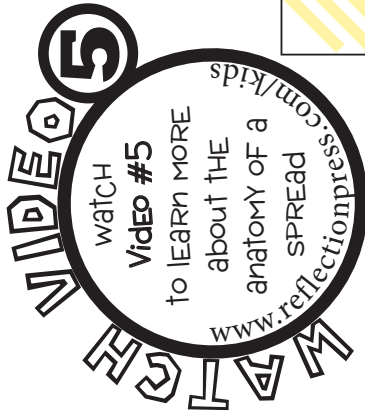
1. **EVERYONE** is an Artist
2. THERE IS NEVER a right or wrong way to make art
3. ART is always an act of courage



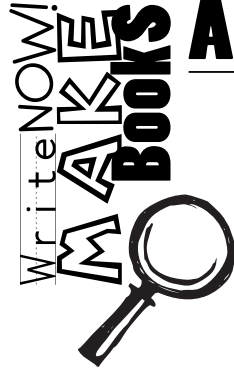
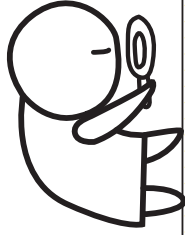
Art Materials Checklist:

- **Watercolors and MARKERS**
 - ☐ Watercolors
 - ☐ Watercolor or cardstock paper
 - ☐ Brushes
 - ☐ Permanent markers
- **Collage**
 - ☐ Copies of photos
 - ☐ Magazines
 - ☐ Color paper
 - ☐ Glue stick
 - ☐ Scissors
 - ☐ Paper
- **SCRIBBLE to PEN DRAWING**
 - ☐ Paper
 - ☐ Pencil
 - ☐ Eraser
 - ☐ Marker, permanent marker is good
 - ☐ Extra paper to put under your drawing paper
 - ☐ Optional: tracing paper

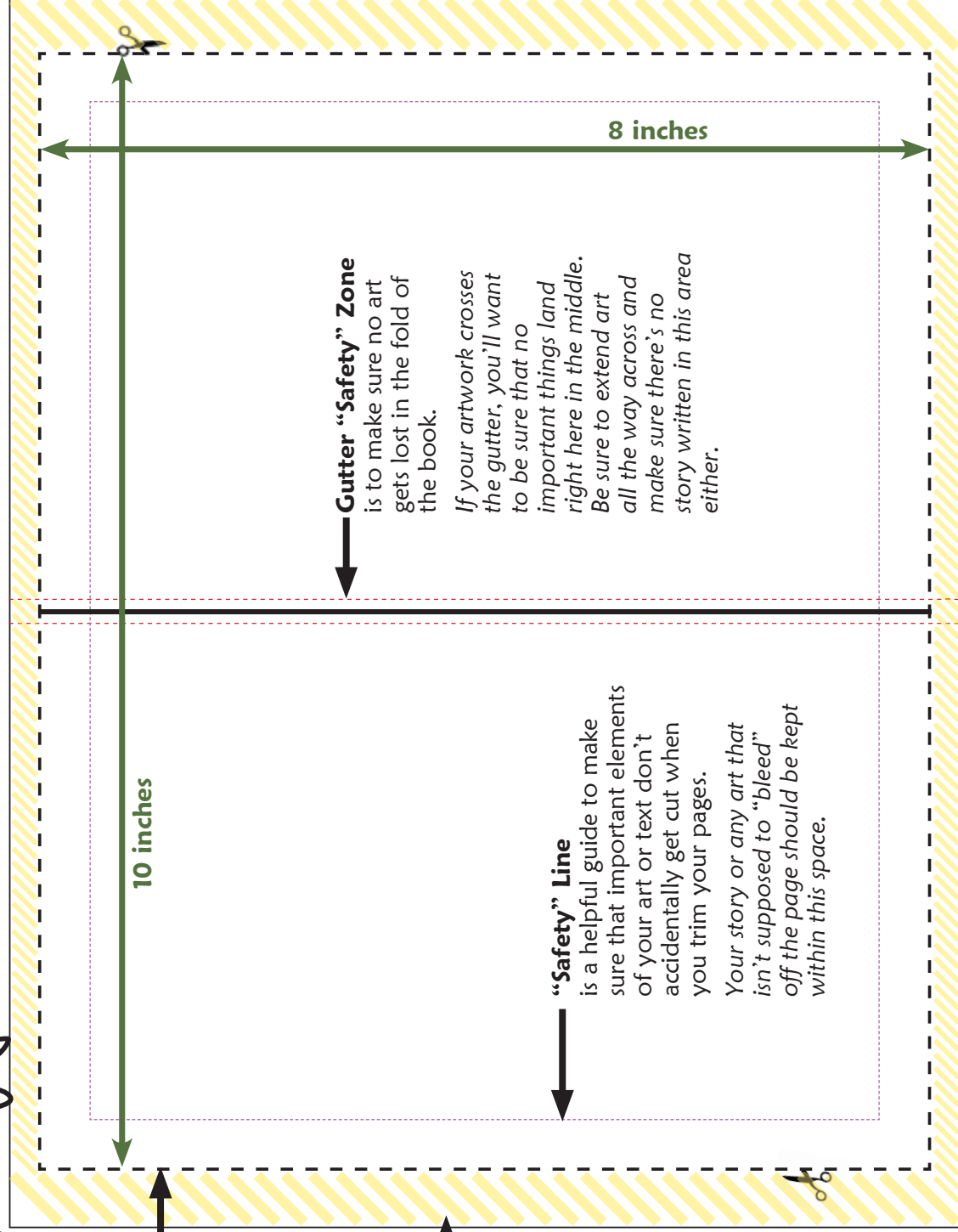




BEFORE You HEAD into Final art, let's take a closer look at the Final art TEMPLATES that You'll Find on the Following PAGES. This TEMPLATE is based on the SAME ones illustrATORS use. so let's take a look at what all those lines MEAN?



Anatomy of a Spread



Trim Line

is the final size of your book.

This is where you will cut the page once you complete your art & add in your story.

Bleed Area

is the area that will be cut off when the page is trimmed.

If you want artwork to go all the way to the edge of your final page, you should extend it past the trim line to this area. If you extend all the art to this edge on the entire page it is sometimes referred to as a "Full Bleed."

"Safety" Line

is a helpful guide to make sure that important elements of your art or text don't accidentally get cut when you trim your pages.

Your story or any art that isn't supposed to "bleed" off the page should be kept within this space.

Gutter "Safety" Zone

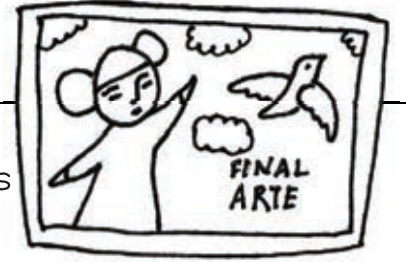
is to make sure no art gets lost in the fold of the book.

If your artwork crosses the gutter, you'll want to be sure that no important things land right here in the middle. Be sure to extend art all the way across and make sure there's no story written in this area either.

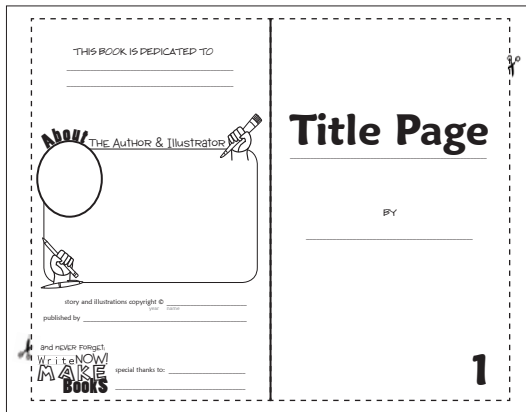


Final Art

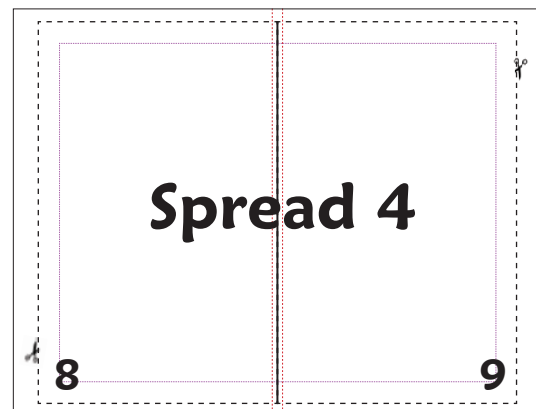
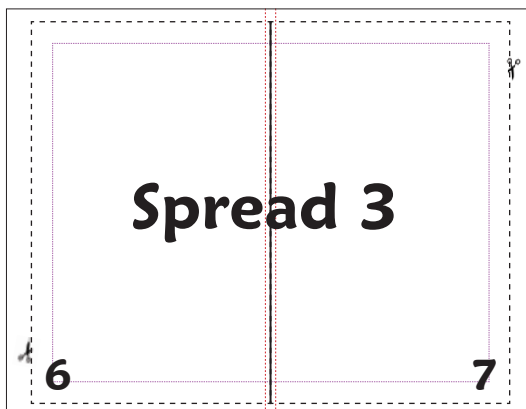
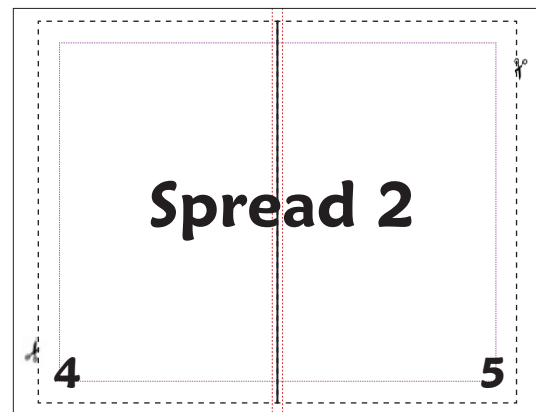
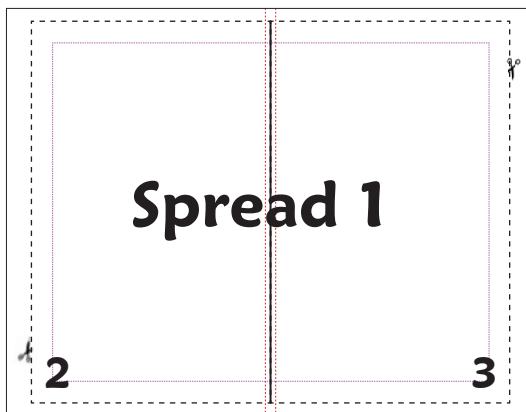
Now You know a little about bleed, trim and gutter. With Your detailed drawings and THE ART MATERIALS YOU'VE CHOSEN to use, it's time to CREATE THE Final illustrations FOR Your book!



TO GO INTO FINAL ART YOU WILL NEED:



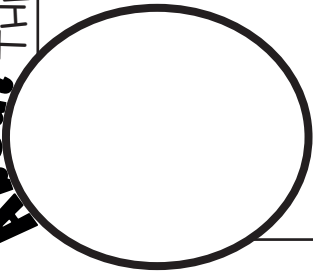
- ☐ the Final Art Templates on the following 5 pages
(shown here in thumbnail form)
- ☐ your Drawings from Step 3
- ☐ your Art Samples from Step 4, and
- ☐ your Art Materials
(whatever ones you decided to use)



THIS BOOK IS DEDICATED TO

About

THE AUTHOR & ILLUSTRATOR



story and illustrations copyright © _____ year _____ name _____
published by _____

and NEVER FORGET:

Write NOW!

special thanks to: _____

BY



3



2



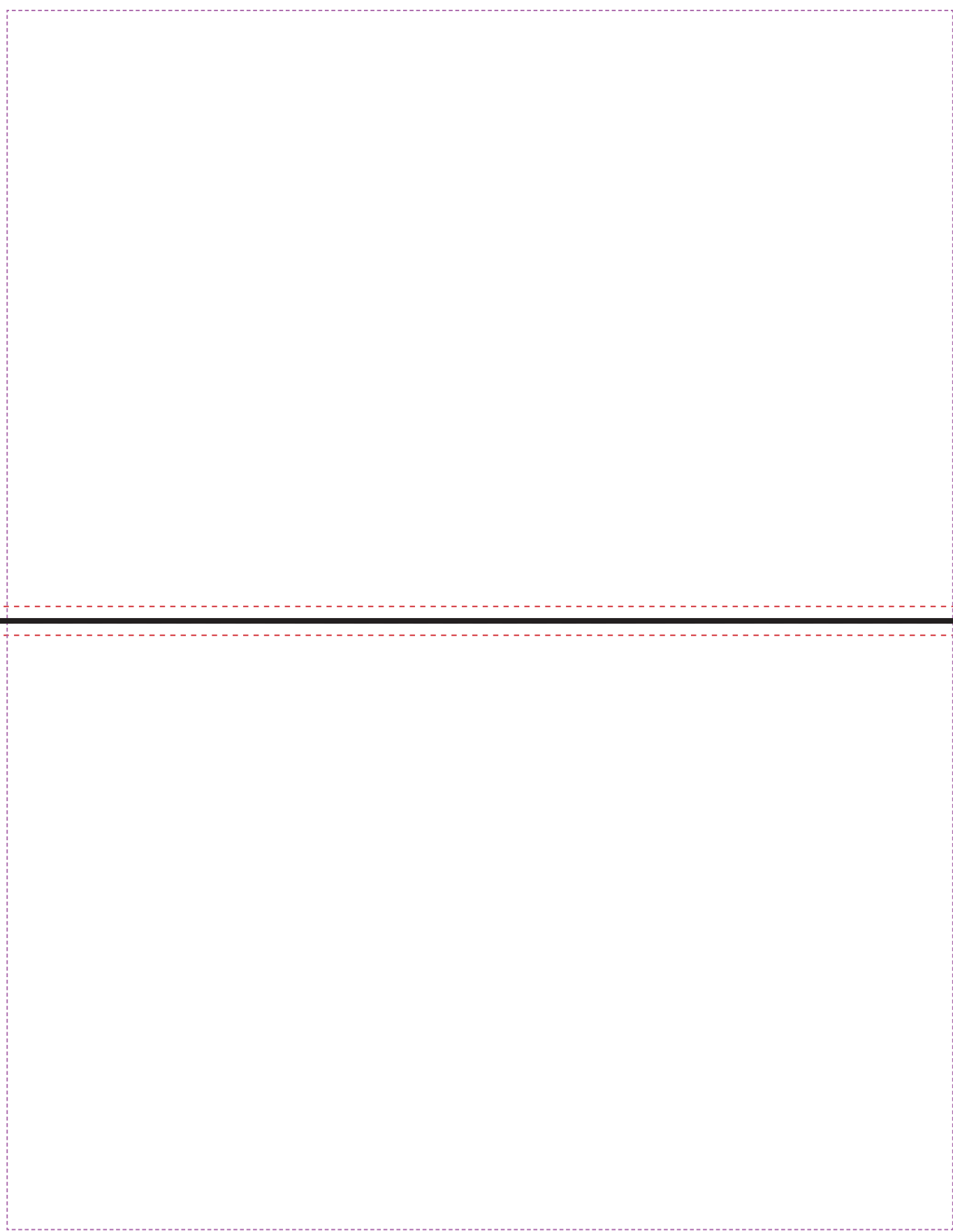
5



4



7



6



9



8





Book Construction Checklist



with Your Final art complete, it's time to Put it all together into a bound book! So let's get started on our Handmade book. Take a look at the supplies You'll need and then watch the Video to bring it all together!

THE LIST!

☐ **Watercolor, cardstock or a thick paper** (or construction paper if you don't have the others) cut to 9x12 inches for cover and 9x1-1/2 inches for spine

☐ **2 sheets of regular 8-1/2x11 inch paper** (also called 'Letter size' paper) white or any color of your choice

☐ **YOUR FINAL ART with story written in**, trimmed to size (4 spreads + 1 title/data page = 5 pages)

☐ **3-5 Brads/Paper Fasteners**

☐ **Hole Punch**

☐ **OR Stapler** (if you don't have a hole punch & brads)

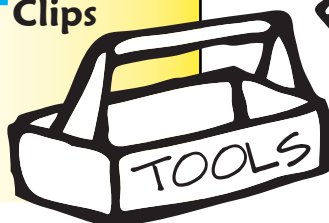
☐ **Ruler**

☐ **Binder Clips**

☐ **Pencil**

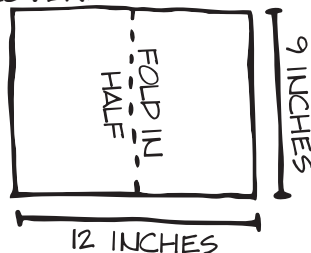
☐ **Glue Stick**

☐ **Scissors**

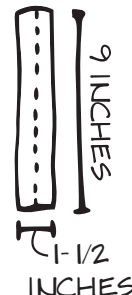


FOR THE COVER & SPINE

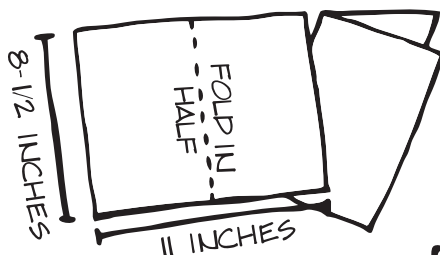
COVER:



SPINE:



FOR THE INSIDE



*NOTE: if you want to make multiple copies of the same book, you should ask a cool grown-up to make color copies of your final art before you trim it!



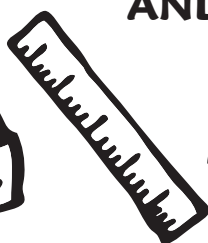
BOOKMAKING TOOLS



OR



AND





Putting it Together Step-by-Step

watching Video #6 will show EXACTLY how to Put Your book together but HERE'S SOME WRITTEN DIRECTIONS as well.

1 STEP 1: GATHER YOUR SUPPLIES

Gather your paper, final art, and tools from the Book Construction Checklist.

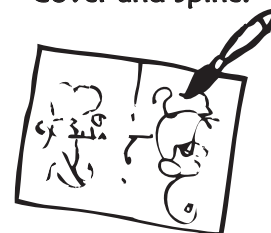
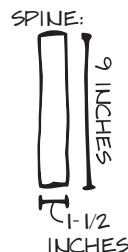
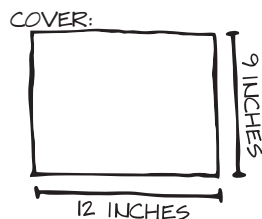
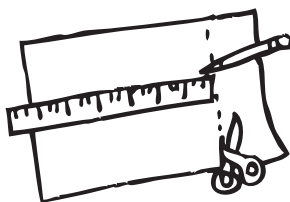


2 STEP 2: PREPARE MATERIALS



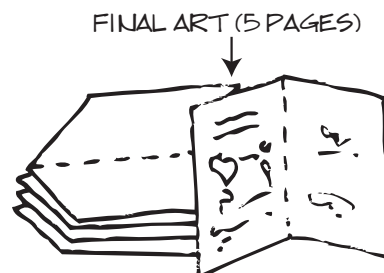
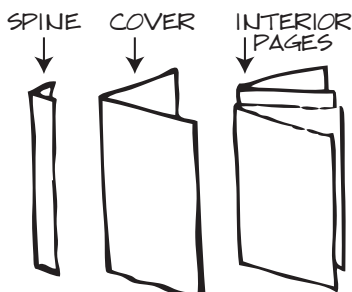
A. Measure and cut (if necessary) the 9 x 12 inch **Cover** and 9x 1-1/2 inch **Spine** from watercolor paper (or other paper).

B. Decorate your Cover and Spine.



C. Take the **Spine**: fold in half, Take the **Cover**: fold in half, and Take the **Interior Pages** - 2 pieces of 8-1/2 x 11 inch paper: fold each in half.

D. Take your trimmed completed Final Art spreads with story included: fold each in half (set these aside for now until Step 5).



****When you fold them, be sure to make sharp creases!**



Putting it Together Step-by-Step

CONTINUED.....



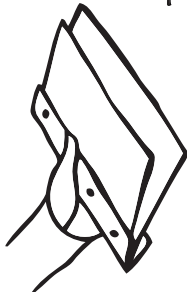
3 STEP 3: ASSEMBLE THE BOOK BASE

- A.** Place the folded spine in your palm.



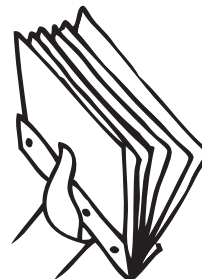
Note: if using watercolor or a heavier paper, punch 3-5 holes in your spine now since your paper will be too thick to punch through all the layers later.

- B.** Place the folded cover inside the spine.



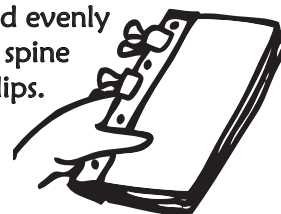
Note: use the spine as a guide to punch the same holes through your cover. You may want to use binder clips to make sure everything stays lined up.

- C.** Lay the two folded interior pages inside the cover.



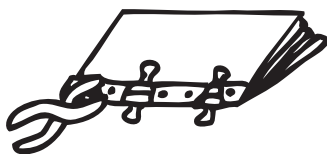
- D.** Keep adjusting until the pages, cover and spine are evenly spaced and everything feels lined up.

- E.** Hold tightly and evenly clip the folded spine with 3 binder clips.



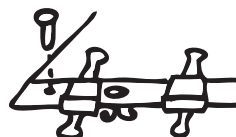
4 STEP 4: BINDING THE BOOK

- A.** Using your hole punch, punch 3-5 holes along the spine between the binder clips. (be sure you are in far enough to go through all the layers of the book)



Note: if you already punched holes above, use those holes as a guide.

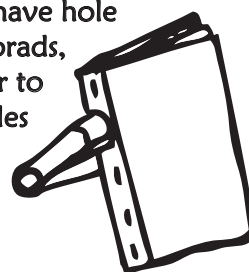
- B.** Put Brads/Paper Fasteners in all of the holes and fold the ends down on the back.



- C.** Remove Binder Clips. (Optional: on back side fold brad ends under decoratively)



- D.** If you don't have hole punch and brads, use a stapler to place 3-5 staples along the spine.



5 STEP 5: GLUING IN THE FINAL BOOK PAGES



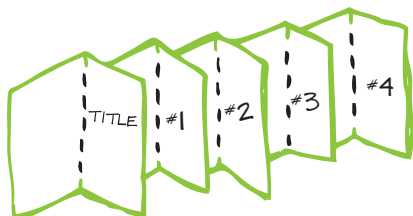
Write NOW!
MAKE BOOKS



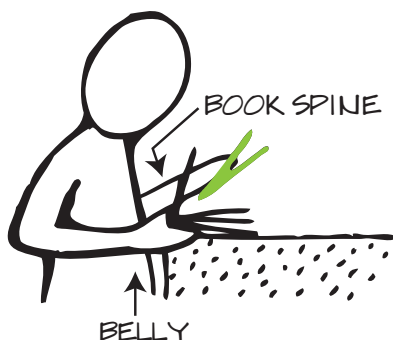
6 VIDEO

Book Construction

- A.** Lay out Final Art in book order:
Title page, Spread 1, 2, 3, 4.



- B.** Place completed book in front of you, spine towards your belly. Open book to first page and lay the folded title page inside the book.

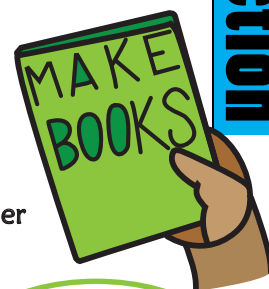


- C.** Shimmy folded edge of title page inside as far as it can go into the spine of the book. Close the book and make sure the final art is in the right spot, adjust if needed.

- D.** With the spine of the book still toward your belly, open the book and on the spread on the bottom carefully glue down the edge of the title page onto the interior book page.



- E.** Turn the book over and glue the other side of the final art down onto the interior of the book. **(Repeat this step for the next 4 spreads)**

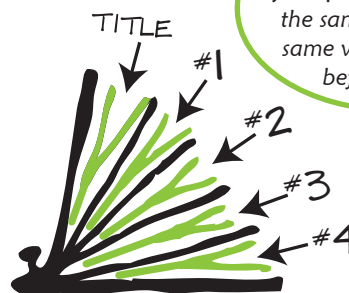


****NOTE:**

double check that your pages are all facing the same way AND the same way as the cover before gluing!!

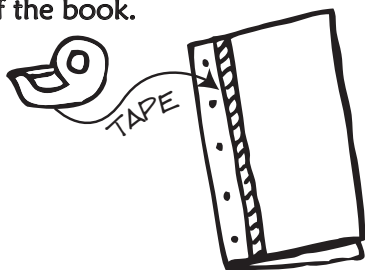


FLIP BOOK OVER

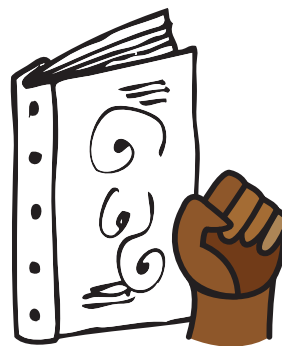


6 STEP 6: FINISHING TOUCHES (OPTIONAL)

Use decorative or transparent tape along the spine on the front and back of the book.



7 STEP 7: YOUR FINISHED BOOK!



watch
Video #7
For ideas on
what you can
do next

www.reflectionpress.com/kids

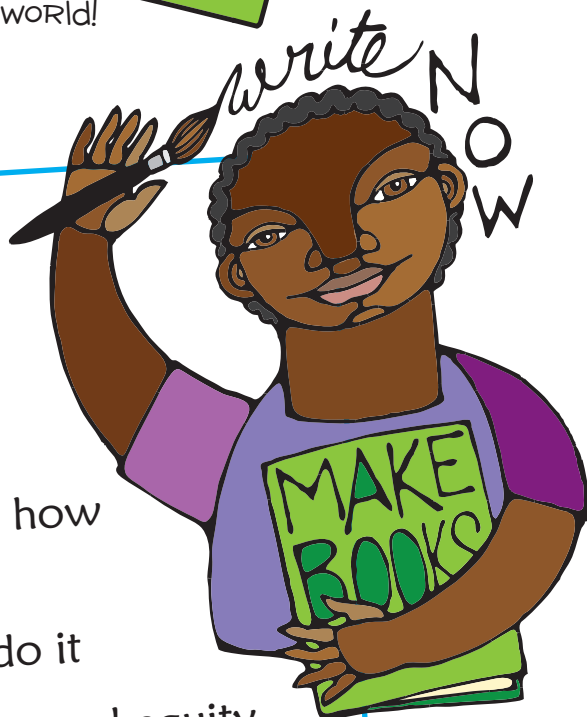
Beyond the Book

Congratulations Bookmaker! You Did it!
Now SHARE Your book with THE world!



NOW WHAT?

1. do a book reading
2. throw a book party
3. write about what you learned
4. give a presentation about how you did it
5. teach other kids how to do it
6. learn more about diversity and equity in children's books
<https://ccbc.education.wisc.edu/books/pcstats.asp>
7. learn about other children's book artists and authors like you
www.leeandlow.com
8. do it again!
9. **definitely do it again!**



WriteNOW!
**MAKE
Books**



A Cool GROWN-UPS Guide

Write NOW!
MAKE
Books

for Grown-ups

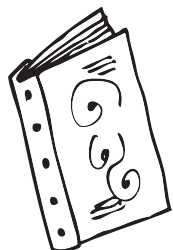
YOU ROCK! to helping kids share their story and art with the world

Thanks for everything you do to support kids! You are helping change the world! We're putting together even more resources and curriculum related to this guide. But in the meantime, here's some suggestions to help your kid (or kids) create their books as well as some resources to take it further into an "official" printed book.

GATHERING MATERIALS:

Besides this comprehensive guide, there are a few extra materials you'll need to gather.

- **Art Materials:** to create the final art. I provide suggestions on page 18 for some simple introductory art materials. Most of these can be purchased at your local variety store, office supply or art supply store if you don't already have them in your home or classroom.
- **Handmade Book - Construction Materials:** to create the final completed book, I list all the materials needed on page 26. Again most may already be around your house or classroom or can be purchased at your local variety, office or art supply store. While a heavier paper (like watercolor paper or cardstock) is ideal to make the book more durable, construction paper can also be used which comes in the standard 9x12 size.

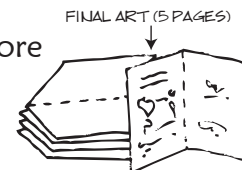


WHERE assistance may be needed:

This field guide is geared toward the 4th-7th grade level. Depending on the age of the kid, more or less assistance may be needed throughout the process. The videos on the website are intended to be used alongside the guide.

Some key places to notice:

- **Multiple Copies of the same book:** if your kid would like to create more than one copy of their book, you should make color copies of their final art, PRIOR to trimming.
- **Hole Punch during Step 6 and Constructing the Handmade book:** there are slow, detailed instructions shown in the video, but hole punching along with gluing in final art, may be a place where younger kids may need an extra set of hands.



Taking it FURTHER:

We will be providing more resources for print-on-demand and self-publishing in the future, but if you're tech savvy and would like to start now, take a look at IngramSpark or CreateSpace. The trim size for final art was created to an industry standard 5x8 book size OR you could also put it into a 5.5x8.5 book with a border around the art.