



Style Guide for eBooks

Unless requested otherwise, I will use the following guide when setting up the digital version of your book. Much of this is pulled from the Chicago Manual of Style.

- Straight quotation marks converted to typographer's quotes
- A single quote next to a double quote will have a nonbreaking space between
- One space following a period
- Punctuation set roman or italic to match the main text
- No spaces before and after em dashes; dash may fall at end or beginning of line
- Number ranges separated by en dashes
- Ellipses formed by three spaced periods with a space before and after; may fall at end or beginning of line
- Scene breaks indicated with three asterisks, centered on page
- First page of each chapter to start on a new page, dropped down from the top
- Table of contents will be added to the back of the file
- Book titles, chapter titles, etc... may be converted to images for design sake
- All special characters (quotes, em-dashes, en-dashes, etc...) will be converted to HTML Entities