



Self-Publishing Discovery Session

How to Book

Phone +44 (0)1622 370667

Email bookings@milesallen.net

**This is a guide to getting the
most from your session**

Q. How long does the session last?

A. Approximately one hour.

Q. Where will my Discovery Session be held?

A. The sessions are provided over phone or Skype. In some cases, if you're local, we can meet up at a place of your choice. It's often nice to chat face-to-face. This could be your home, a hotel lobby, coffee shop and even a pub. So long as it's not too noisy.

Q. How will the session be structured?

A. It's normal after introductions for us to first ask about your book, then what you expect to get from publishing it? These questions are important for us to assess your needs and tailor the session accordingly.

We'll then go through your self-publishing options explaining the pros and cons of each, the typical costs, and timing involved (if you wish to know these).

The latter part of the session is about setting realistic expectations for your project, and consolidating a planned approach for you including your next step.

Q. Can there be two or more of us?

A. Yes, your project colleagues are welcome, but the session is for you and your book project, so only questions relating to it can be answered.

Q. When should I be ready?

A. Your session will start at the allotted time, or soon after. If it's a Skype call, you should have Skype up and running and logged in a few minutes before your time to ensure you have no technical problems that will eat into your time. If it's face-to-face then please allow ample travel time for traffic, for if you're late it will eat into your allotted time slot.

Q. What should I do before the session?

A.

1. Complete this [short on-line questionnaire](#). It's optional but will really help the session go smoothly and for you to get the most from it.
2. Choose somewhere quiet away from distractions. We're big fans of children, dogs, music and TV, but it's best if they're not in the room for the call.
3. If you have any material you'd like us to see during the session then you can either email it 48hrs before the session to miles@milesallen.net, or if a Skype call, message it through Skype during call (although this can be slow unless you have a fast connection).
4. If you're not connected to WIFI then please ensure you have a good signal. If you lose signal, we'll keep trying for the remaining session time to reconnect with you.
5. If you've chosen a Skype call then check it's updated to the latest version. If you don't have Skype installed, you will need to install it on your PC, laptop, iPhone or Android here: <https://www.skype.com/en/get-skype/> It's FREE and takes a few minutes to install and create an account, so do this the day before to be sure you're ready.

Q. What if I need to cancel?

A. Please email us at bookings@milesallen.net as soon as you can. **Note, while we'll take reasonable measures to reorganise the session, we cannot guarantee a refund if a cancellation is made later than 24-hours before the session.**

HOW DO I BOOK A SESSION?

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Here's the link to that [short questionnaire](#) again.