

EXAMPLE EPUB v1.7

This is a subtitle, if you need one

Author Name

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A Quibble Original Story

Preface

This document is a lightweight, no-frills guide for authors who want to prepare their stories for launching on Quibble. It's meant to show you just the basics: enough to get your story from Google Docs to a clean, readable EPUB file.

Inside, you'll find:

- How to format your manuscript properly in Google Docs (titles, headings, page breaks, etc.)
- How to export it as an EPUB directly from Google Docs
- How to use Calibre to check and package your file for release

You don't need to know HTML or CSS. This is the simplest path from draft to ebook, and it's the same process we recommend for all authors on Quibble.

Note: We recommend you to have a covert art ready before proceeding with this guide. Chapter 2 outlines the requirements for the cover art.

Note: This EPUB is formatted such that converting it to an EPUB produces *exactly* what we expect. Our recommendation is to either:

- Copy/paste the frontmatter from this EPUB into your manuscript, and replace the values (everything until the preface)
- Copy this document into your own space and re-create your manuscript with it

Chapter 1: Google Docs

Before you can launch your story, you need to format it properly. This chapter shows you how to prepare your manuscript in Google Docs using only the simplest tools. The goal is to help you produce a clean, readable file that converts well to EPUB. No technical skills are required, and nothing fancy is needed.

Start by enabling the display of non-printing characters. These are the invisible markers that show you where line breaks, paragraph breaks, and spaces are. They help you avoid hidden formatting issues. To turn this on, open the View menu and select “Show non-printing characters.” Once enabled, small symbols will appear throughout your document, showing you exactly how it’s structured.

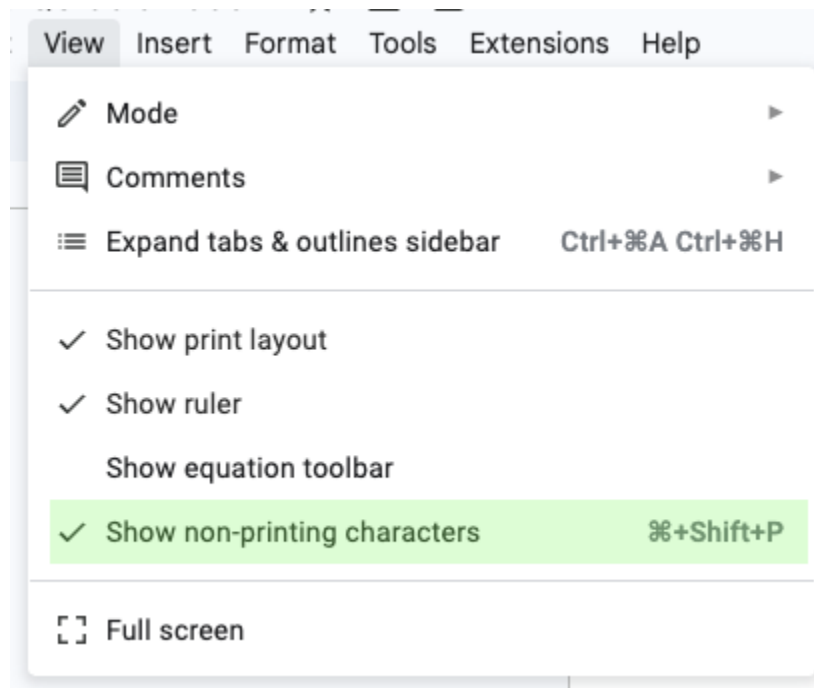


Image 1: Showing non-printing characters in Google Docs.

Most tools that convert e.g. a Microsoft Word document into an ePUB rely on a few strict structural elements.

Let’s start with breaks.

- **Paragraph break (¶):** Press **Enter**. This starts a new paragraph and adds spacing between blocks of text. Use this for each new paragraph in your story.

- **Line break** (↵): Press **Shift + Enter**. This moves to a new line without starting a new paragraph or adding spacing. Use this to stack lines closely, e.g. on the title page or within poems.
- **Page break** (-----Page break-----): Press **Ctrl + Enter** (or **Cmd + Enter** on Mac). This moves content to the next page. Use this for starting new chapters or separating front matter sections.

Then styles. For most of your book, you should mostly only worry about three things:

- Use a “**Heading 1**” for your **chapter titles** and **paratextual elements**, and center them horizontally.
- Use “**Normal text**” for your paragraphs, including dialogues.
- Do **not** use “Heading” style for anything else than chapters. In most cases, use **h1** only for chapters.
 - If you have sections and chapters per section, then use **h1** for sections and **h2** for chapters within sections.

Most ePUB tools such as Calibre tend to ignore and compress *unnecessary* white spaces or new lines. So please bear in mind: spacing, especially vertical, works strangely. We sometimes must resort to, for lack of a cleaner solution, rather odd means. Cleaner solutions exist, and if you dab in the worlds of programming languages, particularly in HTML and CSS, you are welcome to go this route. Otherwise, we advise you to try and follow the suggestions of this guide.

Chapter 2: Cover Art

A good cover art is almost always the deciding factor for a user to click on your book or not.

Please refer to the guidelines below to create it.

Make sure you do not place any text in the grey areas. It is acceptable to have some visual elements overflow in those areas, but you should avoid placing any critical element to your cover art there. We will use these areas for things like visual hover gradients, labels, and more.

The middle white area is where you can place your book title and author name. The placement and style of those in the image below are just an example. You do not have to mimic them for your own cover art. Those guidelines have been created to harmonize the visual appearance of Quibble.

If your cover art does not respect these guidelines or is judged orthogonal to the overall artistic direction that Quibble is striving to create, we will let you know and provide you with directions on how you can improve it.

The cover art should have the following dimensions exactly: **1600 x 2560 pixels** and be of high-quality format such as PNG or JPEG. Avoid very small or highly compressed images, as these will look unprofessional on modern devices.

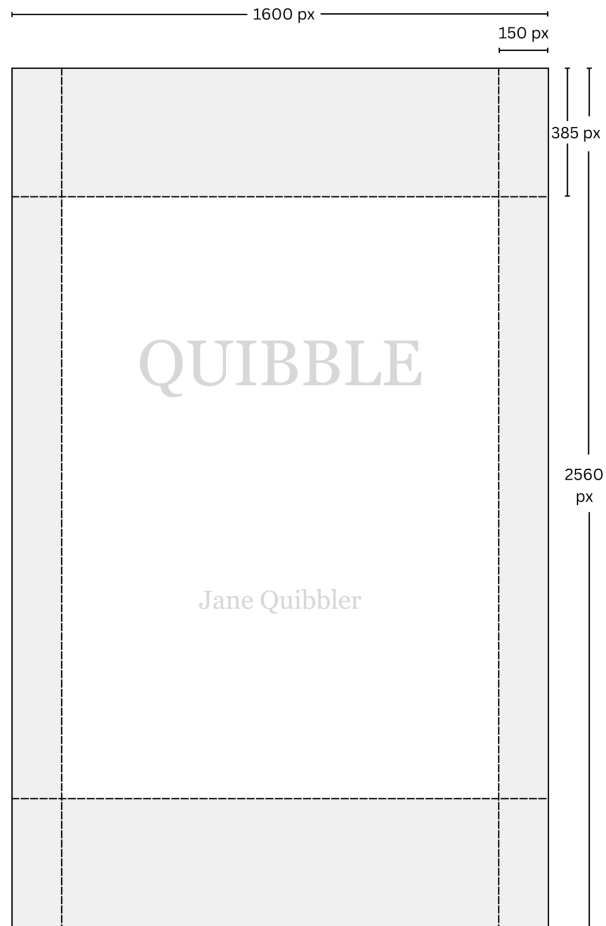


Image 2: Cover art guidelines.

Chapter 3: Front and Back Matter

Begin with the **title page**. Note: you can refer to the actual title page of this document (or ePUB, depending on how you're reading it) as a live example. The structure is simple. On the first page, write your title at the very top of the page in **bold**, font size 24pt and center it. Do **not** use the "Title" style. Use "Normal text". If you have a subtitle, add two paragraph breaks (2x Enter), and place it there, centered, in font size 15pt. Here again, do **not** use "Subtitle" style. For obscure reasons, the centering isn't kept otherwise. Then insert a bunch of paragraph breaks (we used 16 in this guide) and add your pen name in font 20pt. Do **not** add "*By ...*", add your name only. Finish the title page by adding a page break.

The next two pages will only contain the copyright notice, and attribution line "A Quibble Original Story.", respectively. Here's the catch: both elements are usually best placed at the bottom of the page. To achieve this, we have to stack a ridiculous amount of line breaks. Therefore, add 30 line breaks (yikes), and:

- Center both lines of the copyright notice. Make sure to add your author name.
- Align the attribution line to the right.
- Add page break after each element.

For the remainder of the front matter, namely the eventual preface, epigraph, foreword, prologue, dedication, etc., and for the back matter elements such as acknowledgement, author biography, etc. do:

- Start them on a new page (i.e. insert a page break before)
- Use "Heading 1" for the style, font size 20pt, horizontally center the text.
- Add two paragraph breaks below the title
- Write their content as "Normal text".
- Do **not** use bold font for your chapter titles.

Note: You can always (and we recommend you do) simply copy/paste the whole front matter of this guide to have the same formatting. Conversion to EPUB can be a bit unpredictable and hard to get right. Feel free to use this document however you like.

Chapter 4: Body Matter

Similar to paratextual elements mentioned in the previous chapter (preface, forewords, etc.), chapters should follow the same structure.

For every paragraph of the chapter, press Enter once. Do not add extra space between paragraphs by pressing Enter twice. Avoid using the Tab key to indent. If you want a first-line indent, use the paragraph style settings instead. This is optional. On Quibble, readers can choose their own font and spacing, so it is better to keep things simple and consistent.

When you want to indicate a scene break, insert a single centered line with three asterisks. This signals a transition in time, place, or point of view. Make sure you use “**Normal style**” to style the scene breaks. Do not use multiple blank lines or excessive spacing. These won’t translate well into an ebook.

Keep your font simple. Arial or Georgia are both fine choices. Use a font size between 12 and 14. Do not adjust fonts or spacing beyond that. Remember, readers on Quibble can choose their own reading preferences. You do not need to worry about page numbers, this is handled directly on Quibble’s reader.

Chapter 5: Create your EPUB

This chapter shows you how to download Calibre, export your manuscript, and prepare the file with cover art.

Please make sure you follow the instructions as they are written. Do not omit a single step.

Start by downloading Calibre. It is free software used to manage, convert, and review ebooks. You can get it here:

<https://calibre-ebook.com/download>

Download the version that matches your operating system (Windows, Mac OS, etc)and install it.

Once Calibre is installed, return to your manuscript in Google Docs. Export the document as an EPUB file. In Google Docs, go to the File menu, select “Download,” and choose “EPUB Publication (.epub).” Save the file somewhere you can find it easily. (Refer to the screenshot provided if you are unsure.)

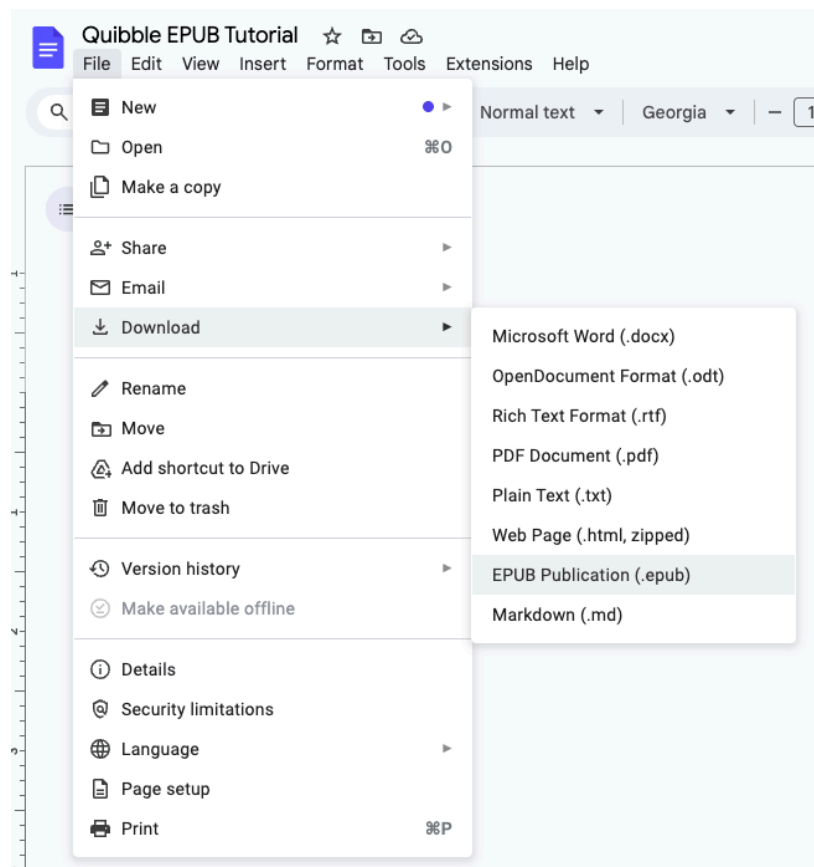


Image 3: Exporting your work as epub in Google Docs.

Then, open Calibre. In the main window, click the button labeled “Add books.” Select the EPUB file you just exported. Calibre will import it into your library.

You can now start assembling your EPUB. Click on “Convert books” to start the process.

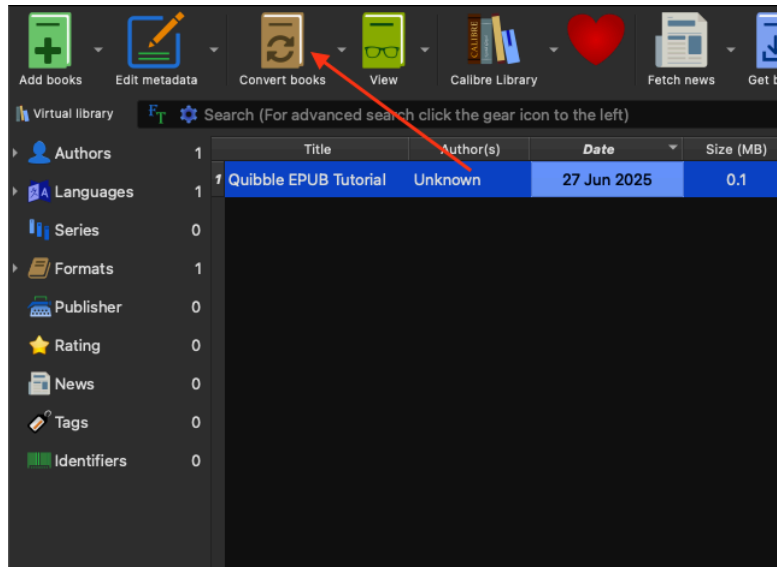


Image 4: Converting your EPUB in Calibre.

At this stage, you can add your cover art. You can do so by clicking on the provided button as shown on the next image.

On the same screen (after you clicked “Convert books” with your book selected), you must fill in the metadata of your book.

Then, on the left pane, click on “EPUB output”. Make sure that the EPUB version is set to **3** (three).

Finally, we need to ensure that the chapters are properly recognized and tagged. Still on the left pane, click on “Table of Content”. Make sure the option “Manually fine-tune the TOC after conversion is completed” is **checked**.

The image below summarizes these steps.

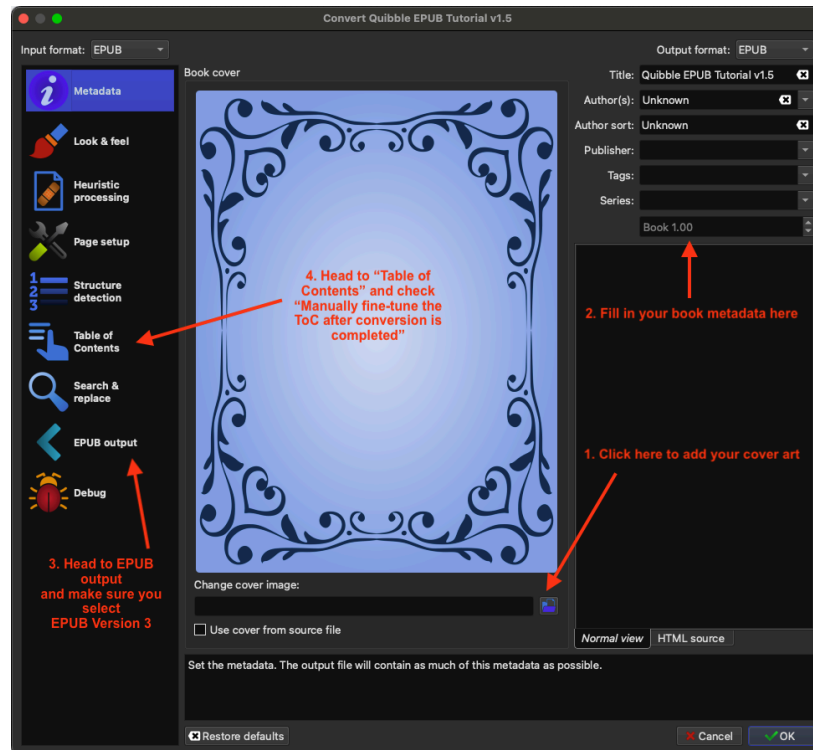


Image 5: Converting your EPUB in Calibre.

Then, click Ok and wait for the conversion to complete.

Once completed, the screen below with a list of recognized chapters should appear.

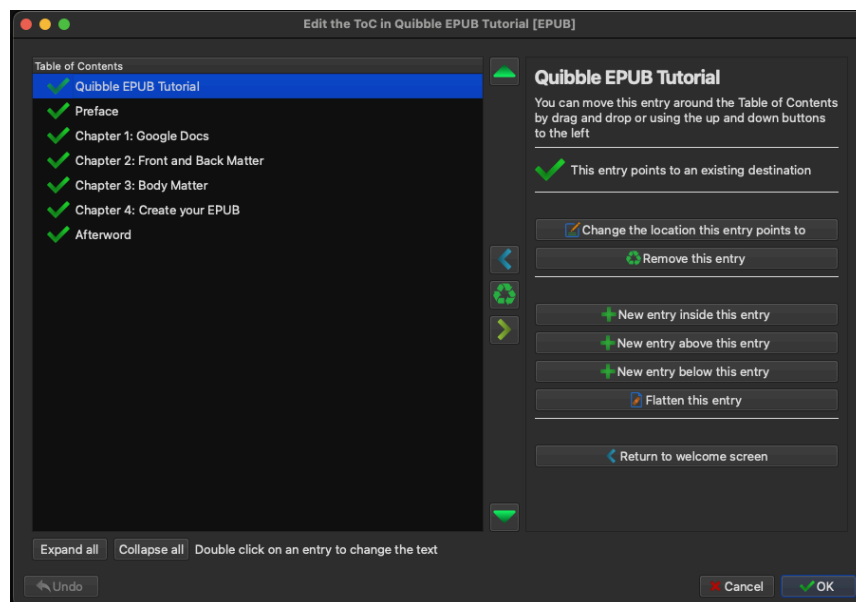


Image 6: Manually editing the anchors of your chapters.

This part is important:

1. Delete all entries that aren't chapters, sections or the main title of the book.
2. One by one, click on each remaining entry, then click on “**Change the location this entry points to**”.
3. Then, click exactly where the element (i.e. the chapter name) is shown.

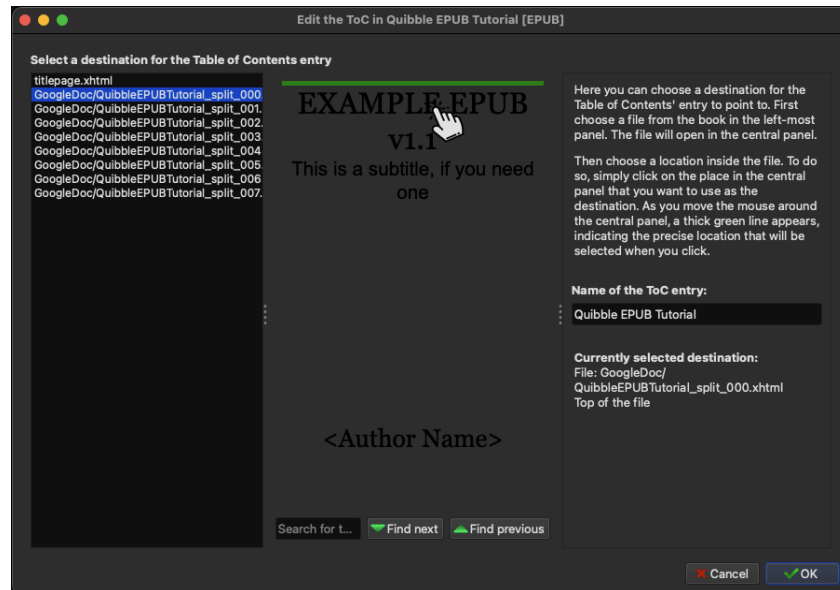


Image 7: Indicating where your chapter title is located.

4. Repeat this process for every entry

To verify that you've done it for all chapters, you can hover on the chapter names with your mouse. You should see “**Title** <Chapter title> **Dest** <some path ending with #h.<random-characters>>” for every entry.

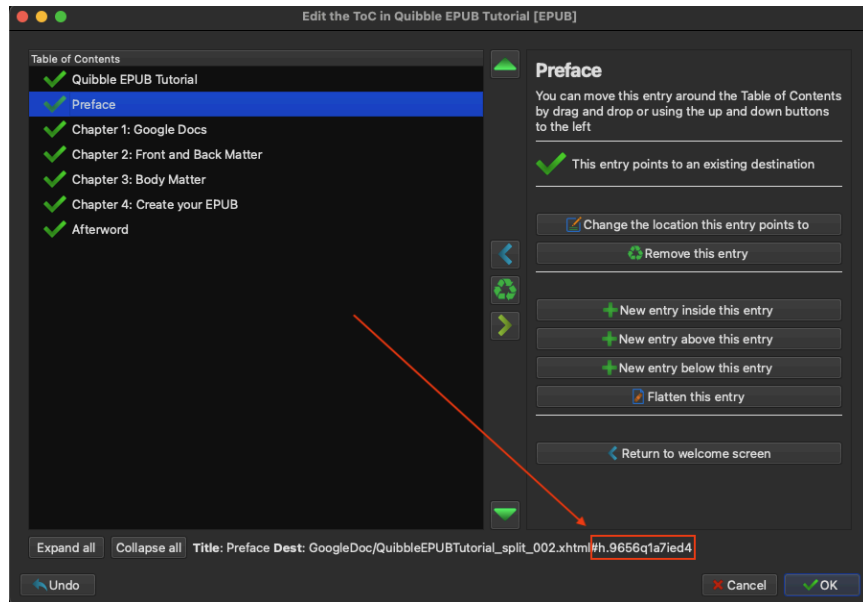


Image 8: Verifying that each chapter has an anchor.

Once done, click Ok. Your epub is ready. To preview your book, you can double-click on it in the library (the row highlighted in blue on the above screenshot). You should be able to see the chapters automatically detected on the left, and browse pages for a final check.

To finally export your EPUB, select your ebook in the library, and click “Save to disk” from the top menu, and voilà! Your EPUB will be exported in a folder with the author name you chose in the metadata. Find the file that ends with “.epub”, that’ll be it.

Afterword

This EPUB guideline is an evolving document. While we have done our best to keep it simple, clear and accurate, some details may be incomplete or could benefit from further refinement over time.

If you notice anything that seems incorrect, unclear, or missing, or if you have suggestions to improve these instructions, feel free to drop us a note at authors@goquibble.com.

Your feedback helps us make this guide more useful for everyone!

— Your Quibble Team