**Fiction Book Template**

On the Insert tab, the galleries include items that are designed to coordinate with

the overall look of your document

**Author Name**

**Published by:**

Name of Printer

***Dedicated to…***

On the Insert tab, the galleries include items that are designed to

coordinate with the overall look of your document.

You can use these galleries to insert tables, headers, footers, lists,

cover pages, and other document building blocks. When you create

pictures, charts, or diagrams, they also coordinate with your

current document look.

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# **Introduction**

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designed to coordinate with the overall look of your document. You can use these galleries to insert tables, headers, footers, lists, cover pages, and other document building blocks. When you create pictures, charts, or diagrams, they also coordinate with your current document look. You can easily change the formatting of selected text in the document text by choosing a look for the selected text from the Quick Styles gallery on the Home tab.

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## **This is level 3 heading, see the styles group**

You can also format text directly by using the other controls on the Home tab. Most controls offer a choice of using the look from the current theme or using a format that you specify directly.

**WRITE BOOK NAME HERE**

To change the overall look of your document, choose new Theme elements on the Page Layout tab. To change the looks available in the Quick Style gallery, use the Change Current Quick Style Set command. Both the Themes gallery and the Quick Styles gallery provide reset commands so that you can always restore the look of your document to the original contained in your current template.

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# **FICTION BOOK TEMPLATE**

**WRITE AUTHOR NAME HERE**

**1**

## **How You can Use this Fiction Book Layout Template?**

## **About this 5.5 x 8.5 book template**

T

hhis is our free and easy to edit 5.5 x 8.5 book layout template

in Microsoft Word format. It has been designed with clean and professional-looking layout. This free & amazing looking template is a “best fit” for fiction books. However, you can use it for other genres too.

Fonts, styles, formatting – just everything is perfectly made in this template. You are allowed to use and modify this template for your PERSONAL USE ONLY.

Please also read our “Important Notes” document attached in the download package. Our templates usually consist of dummy text throughout the document so before you submit your book for final printing, please make sure there remains no placeholder text in the manuscript

**WRITE BOOK NAME HERE**

## **Perfect use of this book template**

Even if you are not very good with Microsoft Word, still by using this template, you can make your book(s) look shine. Either write your book from scratch or copy your existing content into this template, you’ll definitely love it.

Headings and body text are formatted through “Styles” so if you want to make any changes in the formatting then you can modify that particular style. Your formatting changes will then automatically be reflected in the entire template.

## **Modifying formatting, sections & styles**

Make sure you check the “Navigation Pane” to know about the headings’ level and also check the “Styles” group for available styles. This template is formatted into “Sections”. If you know “Sections” in Microsoft Word then you can easily modify them, otherwise, please read about using “Sections” first. There are many tutorials available for using Sections in Word, Google it!

Every Section has “Different First Page”, “Different Odd & Even Pages”, so please also take care of these things when inserting new sections into this template. Make sure you add new chapters into their own sections to follow the theme of this template. It would also be great if every chapter starts with an odd page.

**WRITE AUTHOR NAME HERE**

## **Automatic table of contents**

You can simply update the entire table of contents with a single mouse click as this template has an automatic TOC inserted at the beginning of the template.

**This is level 4 heading, dummy text**

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