

# Instructions for making the most of your Authors' Book

If you read more than a handful of books a year or have many favorite author's you have no doubt at one time or another found it hard to remember what you have read and what you haven't. This is not only frustrating but can cost you money. This easy-to-use Authors' Book can help.

## Put Together Instructions

1. Print out this page and the next on **once** -- to place in the front of the binder for quick reference.
2. Print out several of the record pages -- 20 is probably a good start. You can print more as you need them.
3. Three hole punch them and place them into a binder.
4. (Optional) You can purchase 'a-z' tabs at an office supply store or follow the organization method in Usage Instructions #2 below.

## Usage Instructions

1. Fill out an Author's name on a page. Write it on the line at the far right facing out. This will make it quick and easy to find as you flip thru the pages.
2. If you only have a handful of authors that you read so often that they need to be recorded in this book, tabs are probably unnecessary. Instead use the large circle to enter the first letter of the Author's last name. This will make organizing and lookup easier. You be the judge of this.
3. Enter the books on the lines. We have provided 40 spots for books plus 2 areas for series. The series areas are to help you stay in order with the lives of your favorite characters.
4. The two boxes on each line are to record the status of your reading:  
Box #1 has an "o" in it. Mark this box if you own the book.  
Box #2 has an "r" in it. Mark this box when you've read the book (if you like.)  
The purpose of the status boxes is so that you can record the title of all of your author's books **before** you own them (*in order* for the series) and see at a glance which ones you are lacking. I find this works much better than just recording the ones I have or have read. Get the information from the books or the internet.
5. Take this with you when you go to the library, a book store or a book sale.

## Hints

Many authors you read will probably NOT require a page. You either don't read them very often or they have not written many books. I only use mine for the ones I can't keep up with in my head. John Sandford with all the "Prey" novels is a perfect example (and the reason I created this for myself in the first place.)

Some authors will require more than one page because of the number of books they have written (Robert Heinlein, Lawrence Sanders) or the number or series they have going (Donald Westlake, VC Andrews.)

Visit us on the Web at <http://myeverydaylife.net/lists/> for more Everyday Lists

# Authors



Janet Evanovich

## Books

- Thanksgiving
- Manhunt
- Love Overboard
- Smitten
- Back to the Bedroom
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Sample

## Series

Barney and Hooker

Stephanie Plum

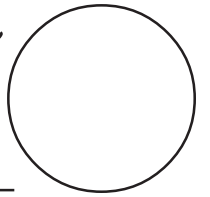
- Metro Girl
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- One for the Money
- Two for the Dough
- Three to get Deadly
- Four to Score
- High Five
- Hot Six
- Seven Up
- Hard Eight
- Visions of Sugar Plums
- To the Nines
- Ten Big Ones
- Eleven on Top
- Twelve Sharp
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Notes The Mid-City Mall Library has all of the Plum novels except Four to score & Eleven on Top

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# Authors



## Books

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## Series

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## Notes