

THE AUTHOR'S ACCOUNTABILITY PLANNER



A Day-by-Day Guide for Writers

"Because Writing is Hard."



2021



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The Author's Accountability Planner 2020

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DEDICATION

To all the great writers working on achieving
their dreams!

And those who joined the planner
family in 2021!

INTRODUCTION

*“Guys, I need this in my life: An Author Accountability Guide.”
The Researcher*

“Yeah, we should do that!” The Architect

*“That’s a great idea! Someone should do that!”
The Cheerleader*

And so we became Someone. The Taskmaster

Once upon a time, there were four Muses who decided to create a planner/guide for writers. This magical book would be a new resource for those seeking to set goals, track progress (not just word count), and enjoy the Muse-inspired motivation to stick with it for an entire year. Thus, the Author’s Accountability Planner was born.

We hope authors find this book useful through each stage of their writing journey. Writing and creating, whether full-time or part-time, require time and organization. This planner is designed to help track time, provide recommendations, and share what the Muses have discovered to be game changers on their own journeys.

Throughout the year, everyone faces the challenges of self-doubt, procrastination, and Life in General (Remember the 2020 pandemic jolting everyone around the globe? And it coming back in 2021!). It’s okay! Every week, the Muses are here to guide you through this adventure.

We will get through this together.

HOW TO USE THIS BOOK

The Muses have spent countless hours fine-tuning the functionality of this book (by deciding if it should record writing time or beyond that). In the end, the Muses decided to account for all of the time spent doing writer-type things (brainstorming, writing, researching, editing, marketing, etc.). Many books discuss word count, but so much more happens before, after, and during the process of laying a book on paper (both physically and digitally).

Finishing the story is the single most important and difficult part of being a writer. To succeed, writers need accountability, someone or something to keep them motivated week after week. The Muses are here to keep the adventure moving forward, fight writer's block, and offer strategies to achieve year-end goals. Life is unpredictable, offering a variety of momentum-destroying reasons. This book can help you fight through those tough times while maintaining high morale.

In the end, only YOU can write YOUR story. You're here now, ready to do this. Let's go!

THE LAYOUT

This book contains four parts: Introductory Material (you're here!), Goal Setting, Month-by-Month Tracking, and Year Review. Each month has three sections: Monthly Prep, Weekly Overviews, and Monthly Review.

TRACKING DAILY ACCOMPLISHMENTS

Authors know that writing is more than sitting in a chair and putting words to paper (or screen). Word count is only one component of the writing process. A whole realm of prepping, marketing, research, and editing gets left out of all those other planners! We want you to be accountable by tracking all of the time you devote to your writing. Throughout this planner, the Muses have divided daily writing time into several different categories: Word Count, Brainstorming, Editing, Marketing, Research, and Reading.

Track your progress in these categories every day. It's okay to put a zero in a few places and focus on one task. Reviewing this information later can be

DAILY ACCOMPLISHMENTS	FRIDAY 29
<i>WORD COUNT:</i> _____	<i>MARKETING HOURS:</i> _____
<i>BRAINSTORMING HOURS:</i> _____	<i>RESEARCH HOURS:</i> _____
<i>EDITING HOURS:</i> _____	<i>READING HOURS:</i> _____

eye-opening when you compare good and bad weeks. In the end, use these pages to fine-tune your writing schedule, optimizing your output for all your writing needs. Some of us perform better when pairing tasks with one another; other times we reach higher word counts after reading and researching. Use these numbers to maximize your potential and make goal setting more rewarding.

WORD COUNT

You know this one! Word count is a common measure among authors to track their progress.

BRAINSTORMING

Some of us are pantsers while others are plotters. At times, we combine strategies! Either way, we spend some time prepping a story, even if it's an hour at the cafe writing on a napkin.

EDITING

Most writers work on more than one project at a time. Divide your attention between writing one work while editing another. One story might be completely drafted but still needs revision and editing. This step should never be skipped—whether posting to a blog or pitching to agents or publishers. Check your work.

MARKETING

If you dream to be famous, build awareness, or publish books, it's important to keep your author platform active by engaging on social media, writing blogs, posting advertisements, sending out newsletters, hosting events, and more. Automate as much as possible, scheduling your posts in advance to give yourself more time to create content. Don't risk losing your reader's interest!

RESEARCH

Whether researching how to buy a horse or a new method for writing dialogue, count your time. You're working! As a writer no less! These hours count too. Some projects might be more demanding than others, so log your time!

READING

As writers, we hear this advice often: Read what you're writing! It's true! Read widely and often—both in and out of your comfort zone. Pick up a classic or treat yourself with the newest release. Engage in the writing world in every way.

I WANT TO BE A WRITER

Take a look at all the projects and stories you want to complete for this coming year and predict your word count for them. It's okay to fall over or under—and you may massage these as the year progresses, but throw something out there to get started. Here's a rough scope of word counts to aid you in estimation:

TYPES	GENRE
Flash Fiction 1,000 word or less	Blog Posts 200-1,200
Short Story 1,200-10,000	Romance 50,000-70,000
Novelette 10,000-30,000	Paranormal 70,000-90,000
Novella 30,000-45,000	Fantasy 90,000-120,000
Novel 50,000-85,000	Crime 90,000-100,000
Epic Novel 90,000-150,000	Mystery/Thriller/Suspense 70,000-80,000
Textbook 50,000-250,000	Memoir 30,000-70,000
Young Adult 50,000-80,000	Science Fiction 90,000-125,000
Middle Grade 25,000-40,000	Horror 70,000-100,000
Chapter Books 10,000-20,000	Historical 80,000-120,000
Picture Books 300-700	Erotica 7,000-50,000

How many words will you write this year? _____

How many words did you complete last year? _____

How many projects will you complete? _____

SET THE OFFICIAL GOAL:

WHAT WILL YOU ACCOMPLISH THIS YEAR?

Congratulations on putting your goals into writing! You're committed to the adventure ahead. You're ready. Just a few more things while we're here.

Explain your motivation right now, in this moment, in words. Why are you doing this?

What goal(s) do you want to complete this year? Complete a novel, write a dozen short stories, or land an agent? Put it into the universe!

How are you going to accomplish this writing goal? No, really, literally write down how you will do this.

SET THE OFFICIAL GOAL:

When will you be writing? (*Have set times in mind so you can establish a routine, but “whenever I can” is also a valid response! Get it done in whatever way works for you and your life.*)

Where will you be writing? (*Have you tried different places?*)

What do you need in order to write successfully? (*Fluff the pillow, cue the music, pour the drink, etc.*)

How will you be writing? (*computer, laptop, yellow legal pad, quill and ink pot, etc.*)

PLAN FOR PROBLEMS

“He said we wouldn’t get the treasure we seek on account of our ob-stac-les.”

-Pete (Oh, Brother, Where Art Thou?)

Do some research and find writers who have experienced similar issues—what did they do to succeed? How can you use their lives/experiences as a lesson in your life?

Make a chart of obstacles that are within your control and those that are not. When you feel yourself losing momentum or focus, refer to this chart to see how you categorized the anti-writing forces in your life. If it’s beyond your control, then move on; there’s nothing you can do about it. Do whatever you can to get through this. But if it’s something you said was controllable, think about what you can do to adjust for the issue.

What are some obstacles that prevent you from writing?

How can you overcome these issues?

What has prevented you from writing in the past?

How will you address these known pitfalls?

DO OR DO NOT

Do you wanna die having never been to Europe? Or do you wanna go to Europe and die having been to Europe?

Why are those my only two options?

- The Spy Who Dumped Me

There is no try? Remember that you are not a jedi. Writing is not a done/not done situation—because most writers would probably agree that writing is never done, it’s just due. It could always be better with one more round of edits, one more polishing session, one more gentle nudge and subtle tweak.

Writing is a process, a journey, a path deeper into the woods. Use this book to plan how far you’d like to travel along that path this year. As Tolkien said, the road goes ever on and on, and we must follow if we can.

MOTIVATION TIME!

Are you motivated by rewards or punishment?

REWARDS: ALL OF THE PRIZES!

I'm the king of the world!

—Jack (*Titanic*)

Does the idea of a sweet prize at the end of the road get you off your phone to write? It's time to reward yourself on top of the gloating satisfaction of sweet, sweet success.

WISH LIST TIME

You deserve all the things. Tease yourself with something really cool at the end of this road.

1ST PRIZE

Make it worthwhile—something to motivate you when you don't want to write. A long-desired trip, a fancy meal, a new leather-bound hardcover that you don't need but really really really want...shoot for the stars in your life!

What will you do for yourself when you reach your goal?

2ND PRIZE

This should be something cool, something you wouldn't do or get for yourself normally, but not the magical rainbow party of 1st prize. You deserve this, but you could have had that other thing—use this feeling as motivation for next time!

What will you do for yourself when you get really close to your goal?

3RD PRIZE

Again, make this something nice, worthwhile, but not the awesomeness you listed above. For me, 3rd prize would be like Chili's—slightly special/different and fun, but definitely not what I could have been eating right now.

What will you do for yourself when you get remotely close to your goal?

HONORABLE MENTION

This should be a consolation prize, the webcam you win in the office giveaway, the free pedometer from your insurance company, something new, but definitely not what it could have been.

What will you do for yourself for taking the first few steps toward your goal?

ALL OF THE PUNISHMENTS!

You can't handle the truth!

-Colonel Nathan R. Jessup (A Few Good Men)

Does the idea of an awful punishment push you out of bed to do some writing? It's time to envision the reckoning waiting for you if you fail. It's Negative Reinforcement Time: You want to accomplish your goals, but sometimes you need the threat of the blade over your neck to get it done. Threaten yourself with what will happen if you do not meet your goals. (It's really important that you set realistic goals if you plan to go this route!)

I COULD HAVE TRIED HARDER

You know it's true. It wasn't life getting in the way. It wasn't beyond your control. This is totally on you. What privilege should you lose as a result? Avoid choosing something writing-related as a punishment. Make it something you really don't want to do or deal with at all.

For example, if I blow a goal because of laziness, I have to take the stairs to my office at work. I work on the third floor, and the stairs are outside in the heat. The idea of trudging up them in the heat and humidity of a Florida summer is enough to get me out of bed and in front of my computer to write every day.

What will happen if you fail this way?

I PHONED IT IN

You know what happened. You were there, and you let it happen. You could have done it, but you did other things instead (not life-required things, but shiny objects that distracted you from your path). What privilege or perk should you lose? This could be something small to be a daily reminder of your failure or an all-in-one punishment that you'd rather not experience.

If I phone it in, I punish myself by wearing a really uncomfortable bra for a day or a week, depending on size of the goal/target. The discomfort is a constant reminder of my failure, motivating me the next time I think about phoning it in.

What should happen if you phone it in?

I REALLY STOPPED TRYING

You know you topped even attempting to get it done. You let the magnitude of other things get in the way, and you didn't write what you wanted. (This is a good time to sit down and think about why you failed. Check out the I Failed... Now What? section). What privilege/perk should you lose for falling off the wagon? This should be more of a punishment than the previous two, something you really don't want to happen. For me, these are usually housework-cleaning related tasks. Bonus—I'm not allowed to return to my writing until my house is spotless.

What should happen if you really stop trying?

I COMPLETELY GAVE UP

It happens. You walked away. But promises were made, and perhaps gifts were exchanged, and now you have to face the consequences. This should be serious, more than giving up your morning latte, beyond sweating over stairs or toilets. If you want the consequences method to work, this should be something you really really really don't want to experience.

Note—this isn't about berating yourself for failing, reinforcing how much you suck, or dwelling in how awful you are. Life happens. This punishment should be something you use as a proverbial sword over your neck to motivate you to write when you'd rather do anything else (even clean the toilet). My super awful worst punishment for not meeting a writing goal is living without music for an entire week. I love music—it's a huge part of my life and my makeup. I don't like a quiet house, a silent car ride, or a creepy echoing office in the evening after everyone goes home. Not having the option to cover the silence with sweet music is an awful possibility.

What should happen if you completely give up?

Refer back to these pages periodically throughout the year. Remind yourself what you are working for—aside from the awesome, awe-inspiring feeling of finally completing a project that has haunted you for years, lingering in your brain unwritten for far too much of your life. You can totally do this!

MONTHLY PREP

Each month begins with planning—specific questions to make you think about the intersection between your writing and your life. Solid planning allows you to reach your goals.

For example, in November and December, writing time may be replaced with family time due to the holidays. It's okay to have smaller goals in the months with planned trips, scheduled events, or non-writing projects—when keeping normal routines is impossible. It's important for writers to be kind to themselves, finding that balance between accountability and self-flagellation.

LOOK AT YOUR MONTH

How many days this month will you work on writing stuff? Consider available weekdays/weekends. Will holidays affect your writing schedule? What is scheduled in your life that might affect your writing time? It's okay to plan for time when you will NOT write. Acknowledge your situation and plan accordingly.

What project(s) will you work on?

Announcing your plan for the month is a special feeling. You can still stray if you want, but use this space to set your expectations (so you know what to prioritize this month).

What goal are you aiming to achieve?

Now's your chance to assign a goal. Are you planning to finish a novel? Short story? Poem? Moving into the editing stage or brainstorming a new story by the end of the month? Goals can include sending out a set number of queries, gaining new followers, or buying that workbook you wanted.

What is your biggest obstacle this month?

Anyone can look at a month and groan. Whether it's a holiday heavy month, the family reunion, or peak season with lots of overtime at your day job—we have all been there! Take a moment to acknowledge predictable obstacles.

How will you tackle these obstacles?

Now, decide what you will do to address these issues. Will you bring a book to read and focus on a higher reading goal this month? Maybe lower your word count goal and double down on marketing since you can do social media from your phone while at a billion doctor appointments. You've got this!

What is your End of the Month reward?

Treat yourself! It's hard following your dreams without some encouragement along the way. Life doesn't slow down, and you've made sacrifices to achieve your goals, so give yourself a pat on the back. Go to a movie, buy a new game, or even invite a friend over for wine and cheese. Always acknowledge how far you've progressed, even if not all your goals were met.

GOALS FOR THE MONTH

After this reflection time, you're ready to set your goals. It's okay to adjust them according to the demands of the month. Your monthly goals should be constantly evolving based on your previous month (that's why it's next to your Monthly Review).

WEEKLY OVERVIEW

Every week contains tasks, questions, and tips. After many painful choices, the Muses settled on what would be most helpful for your adventure this year: something to help with writer's block, remind you of your goals, and continue rewarding your creativity (perhaps with treats). Fill in this page during the week, and finish before moving on (Yes, this book has homework). Each item was chosen to prompt critical thinking and creativity on several levels.

EXERCISE

Every week, set a 5-minute timer and write a short work of fiction incorporating the two words. These short activities refill the creative well. Did you write something? Head over to the 4HP Accountable Authors Group on Facebook and share your awesome words!

QUESTIONS

WHAT WAS YOUR SPRINT TIME AND TOP WORD COUNT?

Was it a 20-minute sprint with 350 words? A 5-minute dalliance with 75 words? You're awesome! Record it here.

LIST FAVORITE (OR NEW) SONGS YOU (RE)DISCOVERED THIS WEEK:

Writers have a toolbox that inspires us. What is the soundtrack for your current project? The Researcher and the Architect both have many playlists specific to their series to keep them fueled. Often, they exchange songs!

FAVORITE FOOD OR DRINK THIS WEEK:

What yummy food and drink did you have this week? Make sure you treat yourself on occasion. The Cheerleader enjoys trying out new teas, and the Taskmaster finds ways to reward not only herself, but fellow writers. Don't assume you have to do this alone. Eat and stay healthy. Self-care is critical. Don't neglect other parts of your life!

HOW DID YOU REWARD YOURSELF?

Not all of us enjoy food as a reward, so we ask...how did you reward yourself? Did you buy that item of clothing from that store? Order something cool online? Find another new book to read? Take a short trip outside? Oh, so many options here!

WHAT PROJECT(S) DID YOU ACTUALLY WORK ON?

Pay attention to which projects you work on. Sometimes one story will flow more easily than others. That's okay! Is there a pattern? Does a certain genre speak to you more than another? Seeing how many hours you devote to a specific project can be eye-opening.

WHAT ARE YOU READING RIGHT NOW?

Write down the titles of the books you read each week. Was it a writer resource? A reference book for brainstorming? Did you reward yourself with a cozy mystery? Remember to read, exposing yourself to other writers' words.

WHAT WENT WELL/COULD IMPROVE THIS WEEK?

Time to get real. Evaluate your strengths and troubleshoot your weaknesses at least once a week.

TOTALS FOR THE WEEK

Do some math. Bust out that calculator and punch it in. How did you do? Will this keep you on track to meet your monthly/yearly goals? See your progress stack up each month. Don't discredit anything! Writing is more than laying words to the page. You're not slacking when hours are spent on other facets of being an author!

MONTHLY JOURNAL

Visualize where you spend your time. See how much you are doing on average and how far you've made it this year! Write down your feelings on your progress. Let it out, shout it out, and put it out there! Remind yourself how far you've made it and how far you can take it.

MONTHLY REVIEW

To make it easier to find the month or circle back, we have put the month name and a color on the edge of the page. We feel it's SUPER important to look back and compare.

QUESTIONS

WHAT WAS YOUR TOP WEEK THIS MONTH?

There's so much that can happen in a month's time! Sit down and reflect. The Muses have pulled you into a conference room, and they're settling in to talk about how it's going (and the numbers). Don't worry—the Taskmaster is running the show, and she's already told the Researcher to focus. In fact, the Architect has pointed out some corrections while the Cheerleader is serving some tea (or coffee...or wine, depending on the month you've had).

WHAT MADE YOUR TOP WEEK SUCCESSFUL?

Looking back, it's always great to compare each week. Which one did you feel was top-notch? That's the kind of week you want to always have, one that leaves you feeling accomplished.

WHAT MADE YOUR TOP WEEK SUCCESSFUL?

What made that week so successful? Was it the reward or how you divide your time? Was there something you did differently? It's super important to be aware what made the difference so you have the ability to try to rinse and repeat.

WHAT WAS YOUR BIGGEST OBSTACLE?

Obstacles come in many varieties, big and small, controllable and uninvited. Acknowledge those mountains in your life and be mindful of how they influence your writing and creativity. This means you may have to change routine, maybe switch to more reading and brainstorming during these rougher climbs. It's about making your writing accountability work in your favor even in the toughest of times.

HOW DID YOU OVERCOME THIS? HOW COULD YOU IMPROVE NEXT MONTH?

Even if the answer is no, take a moment to consider strategies. Would it have been better to not worry about brainstorming and do editing or reading instead? These moments will help you tackle the next mountain.

WHAT WAS YOUR BIGGEST ACHIEVEMENT THIS MONTH?

Record the awesomeness! It can be anything and doesn't have to be something listed as a goal. Recognize what makes you feel good and boosts morale. Knowing what you can achieve makes for stronger goal setting next time.

WHAT INSPIRED YOU MOST THIS MONTH?

Inspiration comes from the most unexpected places. Track these for reference later down the road when you need a push or feel creativity slipping away. Was it a song? Something you saw in a show, movie, or documentary? Write it down! Come back to it and get recharged!

DID YOU DISCOVER A NEW WRITING TIP OR GREAT ADVICE THIS MONTH?

Writers are always learning. Advice comes in many forms, whether it's about actual writing or a fact about how to use social media in a nifty way. Write it down!

TOTAL FOR THE MONTH

Take the totals from your weeks and add those numbers up! How did you do? Did you meet a goal? Did you pass a goal? Did you not finish? These all help you plan better for the incoming month and set accurate goals.

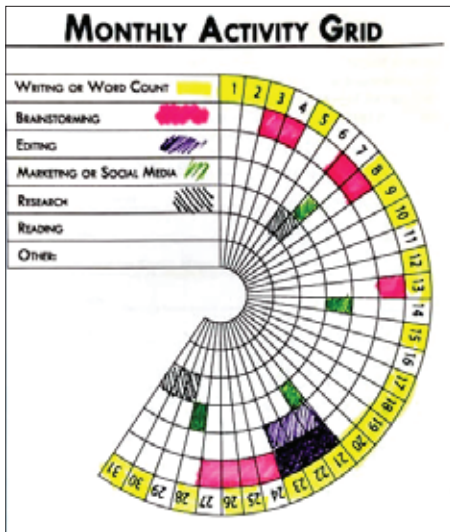
TOTAL FOR THE YEAR

There's something satisfying about seeing how far you've come. Where are you in your journey? Do you need to adjust your weekly, monthly, or yearly goals? Don't be afraid to reassess goals. Life is unpredictable (Pandemic, anyone?). NEVER FEEL GUILTY! This is what good goal setting looks like and helps you stay on point!

COLORING GRIDS

Each month ends with a habit wheel you can color in as well as one for the end of the year! Don't feel obligated to color something in every day, and don't be afraid to cross out and write in other options when tracking habits. We've laid a foundation based on our own experience, but this is YOUR planner! Make it work for you so you can track and collect data to make you more accountable for the activities and habits you need as a writer.

MONTHLY GRID



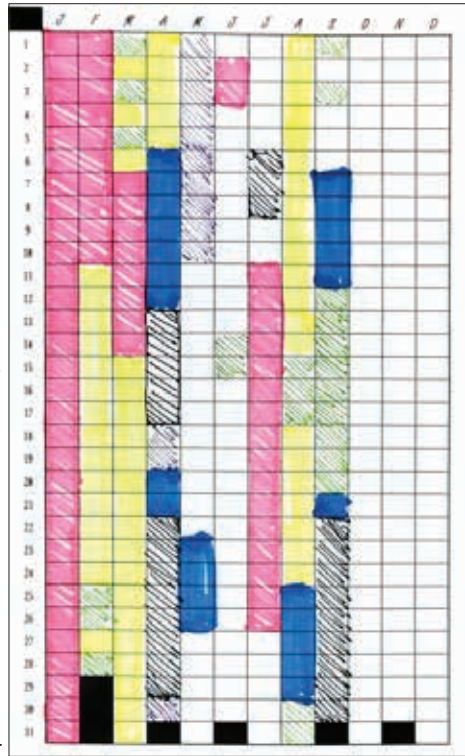
This grid is a visual graph to give you an idea which activity you favored in that month at a glance. It can also reveal if you have a tendency to “double up” tasks in the same day which can help you plan out and set new goals that match your tendencies. As you move through into a new year, looking back at these grids can help you plan for success in the years to come. Did you read a lot because of the holidays in December or was that due to other life events? Be sure to always use the journaling in conjunction to give Present You a reminder from Past You!

YEARLY GRIDS

In the back of this amazing planner, you will find not one, but two yearly grids. These grids provide a way to visualize your achievements this year. Not only do you get to pick the colors (fancy pen time!), but you can add a handful of non-writing activities to visually compare your hobbies. At the end of the year, you can see how your time shifts to favor specific activities, especially during months with holidays or life events. Recognizing these habits allows you to set stronger goals and understand how to adjust when needed. Seeing how your time is spent (and perhaps how it could be better used) can be a game changer. Also, knowing how long certain types of projects take to complete lets you plan more effectively next time.

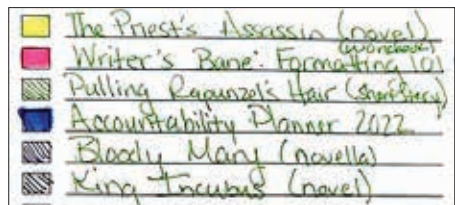
BY ACTIVITY

We recommend coloring in the activity you did the most that day. If there's a tie, feel free to split the box into two colors! This is taking all that data you collected on yourself and giving you a visual graph for the year. Again, it's ok to have days that are blank! Self-care, life, and setting a schedule is about recognizing when you can't work on your writing and where you can make up for it in other months. This should give you an idea of when to plan for mostly writing or mostly editing, or realize that maybe you should do a hiatus in July because you don't get much done when you try due to summer time schedule changes! We all have that section or events that cause gaps and that's ok!



BY PROJECT

A project-based grid allows you to visualize how often you worked on a project, getting a sense of how much time you spent on a project. This grid can show how long it takes for you to work on different books or writing projects. Sometimes in our grids you see where we wrote the book and after a gap filled in by other projects, we circle back to edit that project! How long do you need to edit? And how long of a break seems to benefit you the most? Was there a time you didn't work on anything? These yearly maps of our lives as writers should help you in your coming year to plan for success. That doesn't mean you won't have to adjust and plan because life is often unpredictable!



THE MUSE PAGE

We can't leave you alone. That's why every week you get a little bit of something from each muse to help you through your 7-day struggle. The content here will change up often with a combination of inspirational quotes, exercises, fun facts, writing tips, and so much more. We hope we can make you smile, take a breath, and feel inspired to keep at it. This is hard work, we know! We're writers too! We want you to find your tribe and bring awareness of the writing community to all writers looking to connect and grow!

JOIN A WRITER'S COMMUNITY

First, we'd like to invite you to join the **4HP Accountable Authors Group on Facebook**. There. You now have joined an author's community filled with folks who are actively trying to stay accountable! Also, there's a lot of writers communities out there. Check with your local library, colleges and universities, cafes, writing associations, and more.

If you prefer online, many of these have options with a variety of hashtags on Twitter and Facebook by location and genre. Find workshops, classes, or give personal experience and advice. The greatest myth is the assumption that being a writer is a solitary ordeal. No. It's not. It doesn't have to be. Now, go into the light!

NANOWRIMO.ORG

We also highly recommend joining **NaNoWriMo.org** whether you are aiming to find your local writing tribe, connect with resources, or participate in the many novel writing events in November and during Camp NaNoWriMo throughout the year. Here are some things to note that NaNo does for all authors worldwide:

- Sponsor Writing workshops year-round, especially in October!
- Hosts a Forum where you can connect and get help from fellow writers!
- Encourage kinship as we all aim to write 50,000 words in a month.
- A means to track your writing and projects!
- Access to discounts for materials and services for authors.
- Discover local libraries, clubs, and peers who run your NaNo chapter!
- Alternatives to November and the ability to set smaller goals.
- A newsletter and social media to keep you connected and in-the-know.

The Cheerleader

Hello! So great to meet you! I love supporting writers! If you can't tell, I'm excited to have you here and for the opportunity to be your muse. My goal is to send you positive vibes, inspire your creativity, and encourage you to reward yourself often. Let's make magic happen!



I write paranormal romance and fantasy. Favorite Book: The Talisman by Stephen King and Peter Straub.

THE ARCHITECT

Your prose is beautiful, and I'm here to help you keep it polished and publishable. We are building your writing together, so look for my advice and reminders at every turn. This is about mastering your craft, and you don't have to do it alone. Let's build a masterpiece together!

I write young adult epic fantasy and adult paranormal romance.

Favorite Book: The Blue Sword by Robin McKinley



THE RESEARCHER

Did you know... that I love to drop facts and encourage you to discover new things outside your comfort zone. Stimulating the brain and sparking creativity through research and the world around you is a vital part of being a writer. Whether we're investigating some hidden nugget of history or looking back at how strange life can be, let's light a fire on your imagination.

I write fantasy, paranormal, mythology, romance, and erotica.

Favorite Book: The Captive Prince Trilogy



THE TASKMASTER

Staying focused and on point can be difficult. Oftentimes writer's block can derail days if not months of effort. I'm here to keep you on task! One way to do this is through constant evaluation and setting goals. I will be here to create a sense of urgency while keeping you moving forward in one way or another. Now, let's get to work!

I write horror, paranormal, thriller, and erotica.

Favorite Book: "YOURS! As soon as you finish it!"

Get to Work!"



*LET THE ACCOUNTABILITY
PLANNER COMMENCE!*

NOVEMBER - NaNoWriMo!

Here is where you can sign up to participate: nanowrimo.org
 "EVERY STORY MATTERS." - NANOWRIMO.ORG

Let's start writing yours. Writing a novel alone can be difficult, even for seasoned writers. NaNoWriMo helps you track your progress, set milestones, connect with other writers in a vast community, and participate in events that are designed to make sure you finish your novel. Oh, and best of all, it's free!

<i>Native American</i>	<i>Nov 8 Election Day</i>	<i>Nov 11 Veterans Day</i>
<i>Heritage Month</i>	<i>Nov 5 World Tsunami</i>	<i>Nov 24 Thanksgiving</i>
<i>Nov 1 All Saint's Day</i>	<i>Awareness Day</i>	<i>Nov 25 Black Friday</i>
<i>Nov 2 All Souls' Day</i>	<i>Nov 6 Daylight Saving Time</i>	

WHAT DOES YOUR MONTH LOOK LIKE

Holidays: _____ Weekends: _____
 Weekdays: _____ Other: _____

What **project(s)** do you plan on working on?

What **goal** are you aiming to achieve?

What will be your biggest **obstacle** this month?

How will you **overcome** this? Or adjust for this?

What will be your End of the Month **reward**?

GOALS FOR THIS MONTH

Word Count: _____ Marketing Hours: _____
 Brainstorming Hours: _____ Research Hours: _____
 Editing Hours: _____ Reading Hours: _____

NOVEMBER

WEEK 1

DAILY ACCOMPLISHMENTS	MONDAY 1
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	TUESDAY 2
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	WEDNESDAY 3
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	THURSDAY 4
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	FRIDAY 5
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	SATURDAY 6
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	SUNDAY 7
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____

WEEKLY OVERVIEW

EXERCISE: Take 5-minutes to write something with the 2 words below:

Rose

Muffin

Post your exercise on the 4HP Accountable Authors Group on Facebook!

What was your sprint time and top word count?

List a new song you discovered this week:

Favorite food or drink this week:

How did you reward yourself?

What project(s) did you work on?

What are you reading?

What went well this week?

What could improve this week?

TOTAL FOR THE WEEK

Word Count: _____

Marketing Hours: _____

Brainstorming Hours: _____

Research Hours: _____

Editing Hours: _____

Reading Hours: _____

Don't forget to color in your grid!

The Cheerleader

Post the cover (or mock cover) of your current project on the 4HP Accountable Authors group on Facebook.



THE ARCHITECT

"If you wait for inspiration to write, you're not a writer; you're a waiter."

~ Dan Poyner



THE RESEARCHER

What's the best fictional death you've read in a story? What made this so epic? What was the worst death? Why? What lessons from these impressions can you apply to your writing?



THE TASKMASTER

Ctrl Find “shrug,” “nod,” “sigh,” and any other words you use too frequently and clean that crap up!



WEEK 2

DAILY ACCOMPLISHMENTS	MONDAY 8
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	TUESDAY 9
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	WEDNESDAY 10
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	THURSDAY 11
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	FRIDAY 12
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	SATURDAY 13
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	SUNDAY 14
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____

WEEKLY OVERVIEW

EXERCISE: Take 5-minutes to write something with the 2 words below:

Coffee

Tile

Post your exercise on the 4HP Accountable Authors Group on Facebook!

What was your sprint time and top word count?

List a new song you discovered this week:

Favorite food or drink this week:

How did you reward yourself?

What project(s) did you work on?

What are you reading?

What went well this week?

What could improve this week?

TOTAL FOR THE WEEK

Word Count: _____

Marketing Hours: _____

Brainstorming Hours: _____

Research Hours: _____

Editing Hours: _____

Reading Hours: _____

Don't forget to color in your grid!

NOVEMBER

The Cheerleader

“Life will only change when you become more committed to your dreams than you are to your comfort zone.”

~ Billy Cox



THE ARCHITECT

Swap a chapter or short story with a critique partner and edit. What do you like about their style?

Where can they improve?

How is your writing different?



THE RESEARCHER

My hat goes off to crime, mystery, and horror writers. They kill people--creatively! But real life can be even more surprising. Here's a strange one: US President Zachary Taylor passed from eating too many cherries while drinking milk... at a 4th of July Party after only serving 16 months in office.



THE TASKMASTER

You are expected to fail. We will all fail several times in our lives. It's what you do with that failure that makes all the difference. Learn from it.



WEEK 3

NOVEMBER

DAILY ACCOMPLISHMENTS	MONDAY 15
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	TUESDAY 16
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	WEDNESDAY 17
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	THURSDAY 18
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	FRIDAY 19
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	SATURDAY 20
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	SUNDAY 21
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____

WEEKLY OVERVIEW

EXERCISE: Take 5-minutes to write something with the 2 words below:

Movement

Song

Post your exercise on the 4HP Accountable Authors Group on Facebook!

What was your sprint time and top word count?

List a new song you discovered this week:

Favorite food or drink this week:

How did you reward yourself?

What project(s) did you work on?

What are you reading?

What went well this week?

What could improve this week?

TOTAL FOR THE WEEK

Word Count: _____

Marketing Hours: _____

Brainstorming Hours: _____

Research Hours: _____

Editing Hours: _____

Reading Hours: _____

Don't forget to color in your grid!

NOVEMBER

The Cheerleader



Treat yourself this week!
Meet up with writers at a
cafe or online for an hour
long writing session.

THE ARCHITECT

*"I write to give myself strength. I write to be the
characters that I am not. I write to
explore all the things I'm afraid of."*

~ Joss Whedon



THE RESEARCHER

Pets add agency: horses, dogs, cats, and even talking parrots. Andrew Jackson had a parrot named Polly--who cursed like a sailor to the point they removed her from his funeral!



THE TASKMASTER



MORE WORDS!!!

I'm sure if I asked, you could add a few more words on that page.

I'm asking.
Go back in there.

WEEK 4

NOVEMBER

DAILY ACCOMPLISHMENTS	MONDAY 22
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	TUESDAY 23
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	WEDNESDAY 24
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	THURSDAY 25
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	FRIDAY 26
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	SATURDAY 27
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____
DAILY ACCOMPLISHMENTS	SUNDAY 28
WORD COUNT: _____	MARKETING HOURS: _____
BRAINSTORMING HOURS: _____	RESEARCH HOURS: _____
EDITING HOURS: _____	READING HOURS: _____

WEEKLY OVERVIEW

EXERCISE: Take 5-minutes to write something with the 2 words below:

Repeat

Flaw

Post your exercise on the 4HP Accountable Authors Group on Facebook!

What was your sprint time and top word count?

List a new song you discovered this week:

Favorite food or drink this week:

How did you reward yourself?

What project(s) did you work on?

What are you reading?

What went well this week?

What could improve this week?

TOTAL FOR THE WEEK

Word Count: _____

Marketing Hours: _____

Brainstorming Hours: _____

Research Hours: _____

Editing Hours: _____

Reading Hours: _____

Don't forget to color in your grid!

NOVEMBER

The Cheerleader

“The way that I write a novel is not going to be the way that you write a novel. Only you know how you can do it, and you’ve got to figure it out for yourself.”

~ Sarah Dessen



THE ARCHITECT

Big Picture Time: What kind of project-wide issues are you facing right now? Think about how you can address these moving forward.



THE RESEARCHER

Follow two other writers on social media who are participating in Nanowrimo. If they can do it, so can you!



THE TASKMASTER

Have you been practicing your elevator pitch for your book? Do it some more, and polish it, even if it is not finished yet. You need to be able to say it in your sleep.



DAILY ACCOMPLISHMENTS

MONDAY 29

WORD COUNT: _____

MARKETING HOURS: _____

BRAINSTORMING HOURS: _____

RESEARCH HOURS: _____

EDITING HOURS: _____

READING HOURS: _____

DAILY ACCOMPLISHMENTS

TUESDAY 30

WORD COUNT: _____

MARKETING HOURS: _____

BRAINSTORMING HOURS: _____

RESEARCH HOURS: _____

EDITING HOURS: _____

READING HOURS: _____

The Cheerleader

“This sentence has five words. Here are five more words. Five-word sentences are fine. But several together become monotonous. Listen to what is happening. The writing is getting boring. The sound of it drones. It’s like a stuck record. The ear demands some variety. Now listen. I vary the sentence length, and I create music. Music. The writing sings. It has a pleasant rhythm, a lilt, a harmony. I use short sentences. And I use sentences of medium length. And sometimes, when I am certain the reader is rested, I will engage him with a sentence of considerable length, a sentence that burns with energy and builds with all the impetus of a crescendo, the roll of the drums, the crash of the cymbals—sounds that say listen to this, it is important.”

~ Gary Provost



WEEKLY OVERVIEW

EXERCISE: Take 5-minutes to write something with the 2 words below:

Writer

Passion

Post your exercise on the 4HP Accountable Authors Group on Facebook!

What was your sprint time and top word count?

List a new song you discovered this week:

Favorite food or drink this week:

How did you reward yourself?

What project(s) did you work on?

What are you reading?

What went well this week?

What could improve this week?

TOTAL FOR THE WEEK

Word Count: _____

Marketing Hours: _____

Brainstorming Hours: _____

Research Hours: _____

Editing Hours: _____

Reading Hours: _____

Don't forget to color in your grid!

NOVEMBER

MONTHLY ACTIVITY GRID

NOVEMBER

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
WRITING																																
BRAINSTORMING																																
EDITING																																
MARKETING																																
RESEARCH																																
READING																																

YOUR AVERAGE WORD COUNT FOR THE MONTH

Total Word Count: _____ Divided by _____ days = _____

TOTAL FOR THE YEAR SO FAR

Word Count: _____ Marketing Hours: _____
 Brainstorming Hours: _____ Research Hours: _____
 Editing Hours: _____ Reading Hours: _____

MONTHLY REVIEW

What was your **top week**?

What made your **top week** successful?

What was your biggest **obstacle**?

How did you **overcome** this? Or could do better next time?

What was your biggest **achievement**?

What **inspired** you most this month?

Did you **discover** a new writing tip or advice this month?

TOTAL FOR THE MONTH

Word Count: _____

Marketing Hours: _____

Brainstorming Hours: _____

Research Hours: _____

Editing Hours: _____

Reading Hours: _____

TOTAL FOR THE YEAR SO FAR

Word Count: _____

Marketing Hours: _____

Brainstorming Hours: _____

Research Hours: _____

Editing Hours: _____

Reading Hours: _____

November is
Officially OVER!

Great job
staying accountable!

THE YEAR IN REVIEW

THE RECKONING

How did you do? Did you do better or worse than expected?

What prize or punishment did you award yourself?

CAPTURE THE NOW

How do you feel right now?

What are you wearing right now, Jake from State Farm? Where are you? Record this moment for Future You to enjoy.

REFLECTION TIME

What habits or practices worked for you this year? Why do you think those worked for you?

What obstacles did you struggle to overcome? How can you address those in the future?

What lessons did you learn this year?

FINAL THOUGHTS

Advice for your Former Self: What would you say now to Old You?

Advice for your Future Self: What would you say to Future You?

TOP TEN

“And remember, this is for posterity, so...be honest.”

--Count Rugen (The Princess Bride)

1. Best song: _____
2. Best TV show: _____
3. Best movie: _____
4. Best book: _____
5. Best writing moment: _____
6. Best dialogue line: _____
7. Best tips/advice: _____
8. Best life moment: _____
9. Best writing spot: _____
10. Best drink/food: _____

SO I FAILED...NOW WHAT?

You keep writing, that's what you do. Get back on the path and keep going. But it's probably a good time to reevaluate your goals. What is a more reasonable goal for you? Think about the reasons that caused you to fail this time. What can you do differently next time? What are some unanticipated issues you ran into this time? Why didn't you think they would be obstacles? What can you do to prevent more obstacles from knocking you off the writing path?

SO I'M FINISHED...NOW WHAT?

Yay!!! Cheer one more time for the level of amazingness that is you! Enjoy that sweet reward. You earned this. Relish the moment. Remember this feeling. (Maybe even write down how you feel right now, so you can remind Future You of what is possible.) Now, set the bar a little higher and push yourself to grow or attempt to hit the same goals twice in a row!

Keep that magic going. Keep doing what worked for you this time, and use it to write the next project. Create new rewards and punishments. Plan a new project. Get lost in another world that demands to be poured onto the page. Take note of what worked and what didn't. Like, literally write it down. Use those notes as a record of your writing journey. People change, and so does writing. Allow yourself to see the path you've been on (while looking forward to what comes next).

NEXT YEAR PREP

What projects do you want to complete next year?

Make your Reading List for next year.

*Stay accountable
and grab the next edition!*