Beginner’s Guides: Find the Book You Need

A free directory showing the contents of every guide

By Hank Quense

Beginner’s Guides Contents

This book lists the Table of Contents for each book in the series. It will be updated as additional books are added.

You don’t have to read the Beginner’s Guides in order. Start with the subject you need help with now. This free directory shows what each book covers so you can choose the guide that fits your next step. Books still in development are marked.

Updated October 2026

Beginner's Guide to Planning a Novel

Get an overview of the planning process and turn an idea into a workable story plan.

Amazon link

Table of contents:

- Why planning matters
- Planning requires a plan
- Story ideas
- Character Planning
- Plots
- Setting
- Storyline
- Story design
- Storytelling
- First draft
- Editing and revision

Beginner's Guide to Using an AI Writing Assistant

Stop clicking and start delegating by putting AI to work as your research, brainstorming, and planning assistant.

Amazon link

Table of contents:

- When and how to use an AI writing assistant
- Use of an AI assistant in Phase 1: Planning
- Use of an AI assistant in Phase 2: Writing
- Use of an AI assistant in Phase 3: Publishing

- Use of an AI assistant in Phase 4: Marketing
- Use of an AI Assistant in Phase 5: Author Business

Beginner's Guide to Creating Genuine Characters

Develop the characters who will drive the story.

Amazon link

Table of contents:

- Foreword
- General AI Queries
- Character Development Worksheets
- A Few Last Words

Beginner's Guide to Developing Plots

Build the central conflict and the events that carry it toward a resolution.

Amazon link

Table of contents:

- Foreword
- What does a plot do?
- Plot cloud
- Most common plots
- Basic plot outline
- Plot example
- Inciting event
- Character arc
- Emotional arc
- Short story plots
- Romeo and Juliet

Beginner's Guide to Developing Scenes

Plan the individual scenes that turn characters and plot into a story.

Amazon link

Table of contents:

- What is a scene and why it matters
- The Purpose of Every Scene
- Scene Requirements
- Emotional Arc
- Emotional Arc Examples
- Blocking Out Scenes
- Scene Design Worksheet
- What not to write

Beginner's Guide to Mind-mapping a Novel

Map your entire novel on one visual page, so you can see the whole story and how the pieces connect.

Amazon link

Table of contents:

- To begin
- Why mind-mapping a story matters
- Mind-mapping essentials
- Character mind-maps
- Plot mind-maps
- Graphical Synopsis
- In conclusion

Beginner's Guide to Storytelling

Bring the planned elements together into a story readers can follow and care about.

Amazon link

Table of contents:

- Foreword
- Introduction: why good stories fail
- The reader's experience
- Point of view
- Scenes: the basic unit
- Stimulus-reaction and foreshadowing
- Showing emotion on the page
- Central metaphor, character arcs and emotional arcs

Beginner's Guide to Publishing a Book

Understand the publishing process and the decisions involved in bringing the manuscript to readers.

Amazon link

Table of contents:

- General Issues
- Publishing
- Self-publishing

Beginner's Guide to Basic Book Marketing

Build the foundation for reaching readers and supporting the book over time

Amazon link

Table of contents:

- Foreword
- Book marketing equation
- Landing page
- Keywords
- Author platform
- Social media marketing
- Book blurbs
- Author central
- Book marketing prioritization
- Basic marketing plan

Beginner's Guide to Author Business

(under development: contents subject to change)

Treat the writing and publishing operation as a business, not just a succession of individual books.

Table of contents:

- Getting Started — You Own a Business Now, Like It or No
- Choosing Your Business Structure
- Money In, Money Out — Basic Bookkeeping for Authors
- Taxes for Authors
- Contracts and Rights
- Multiple Income Streams
- Protecting the Business
- Planning for the Future — Succession for Your Literary Estate
- Using AI to Run the Business Side
- Putting It Together — A One-Page Author Business

Beginner’s Guide to Productivity for Messy Thinkers

Get your writing done with a flexible six-tool workflow built for people whose minds don't work in straight lines.

Amazon link

Table of contents:

- Foreword
- Messy thinking
- All-in-one apps
- Using my apps
- My work flow
- Case studies
- Closing thoughts

Beginner’s Guide to Fixing Your Story

Diagnose what isn’t working and tackle the relevant repairs. (under development)

Table of contents:

- To begin
- Character problems
- Plot problems
- Scene and storytelling problems
- Using AI without handing over the book

Beginners Guide to Book Launch Marketing

Plan and coordinate the activities around a book’s release.(under development: contents subject to change)

Table of contents:

- Before you begin
- Pre-launch marketing

- Launch marketing
- Post-launch marketing
- In conclusion

Future Developments in the Beginner's Guide Series

- Writing Humor and Satire
- Writing craft: dialog, themes, world- building
- Researching and Outlining a Nonfiction Book
- Who knows what else will be added to the series?