



Useful Guides and Templates

Book Architecture



Griffin Press

What is book architecture?

Architecture is about design and construction usually associated with buildings. Here we are providing you with a blueprint to the elements that make up a book to ensure that your product will look as professionally constructed as those created by the mainstream publishing houses.

A book will usually have three main components:

- Front matter
- Body (Main Text)
- End matter

Front Matter

Front matter as its name suggests is found at the front of the book. Traditionally the folios are in roman numerals or left off the printed pages to differentiate them from the *Body* of the book (though the total page count of the complete book includes these pages for production purposes).

Front matter will contain variations of the following:

- Half title page - so called because it is often sized at 50% of the title page but contains only the book title;
- Blank or Books by the same author;
- Title page - often a representation of the typeface at 100% of the typography used on the cover including the publisher logo at the foot;
- Imprint page - this page details the publisher and copyright information. If you intend to sell your book we suggest you apply for an ISBN and CIP data;
- A choice of one of the following dependent upon the content of your book and its audience;
- Foreword - a foreword (often written by someone other than the author) provides an opportunity to interact with the author of the book or the story itself. A foreword can also be used to explain the difference between a new version to a previous version of a book;
- Preface - a preface covers the origins of the story, followed by thanks and acknowledgments to those who assisted the development of the story or content;
- Acknowledgments - can be separate or contained within the Preface;
- Dedication - a dedication page as it suggests is an opportunity for the author to name the people for whom the book is written.



Body (Main Text)

In its simplest form (fiction novels) the main text is broken down into chapters. For more complex titles this can be broken down further to Chapters and Sections.

End matter

End matter, as it suggests is at the end of the book after the Body and may contain variations of the following:

- Epilogue - Used to bring closure;
- Afterword - Used to describe events well after the time frame of the main story;
- Glossary - Alphabetized definitions of words used in the text;
- Bibliography - Commonly used to reference other works used in non-fiction books;
- Index - Used to allow the reader to find terms used in the text;
- Marketing material - Used to promote other books by the same author or other books from the same genre. Often used to fill in blank pages at the end of a book.

