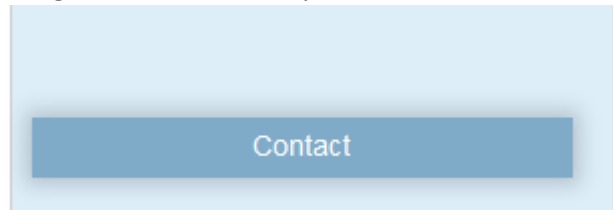


Creating an audiobook with Findawayvoices

This document summarizes the process of creating and distributing an audiobook as I did myself. I hope it helps some people. If you have suggestions to add or change in this document, please use the contact button in my website

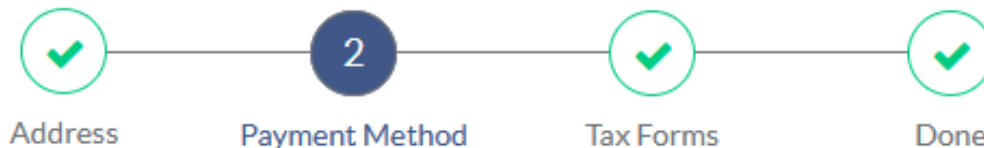
<https://www.dickvankooten.nl/>

Dick van Kooten, November 2024.



Getting started

If you want to create an audiobook that is available through suppliers like Spotify, you can do so by using Findawayvoices.com. It begins, as usual, by creating an account. Apart from personal information (including your real name, which you also use as an author) you need to enter some financial information:



Payment Method:	Local Bank Transfer / SEPA Transfer Edit my payment threshold
Payment Currency	EUR
Name on Account ⓘ	D. 1
Bank Name	_ ibank
Bank City, Province, ZIP ⓘ	l
SWIFT ⓘ	
IBAN	NL*
Country	Netherlands

Payment method minimum threshold: USD 25.00. No transaction fees. FX fees: [View tiers](#).

See [Tiptalti's Terms of Service and Privacy Policy](#)

You need to fill in an American tax form, which will usually be the W-8BEN for non-USA citizens and organisations. Note that this is a legal document which should contain the correct information about your tax status; details from the USA IRS can be found on <https://www.irs.gov/instructions/iw8ben>. Here is some more information: <https://www.investopedia.com/terms/w/w8form.asp>

The bank details for the account on which you want to receive any proceeds should include the IBAN and the City of the bank (City) which is sometimes a bit harder to find. For individuals you enter your Tax identification number (for the Netherlands this is the Citizen service number or BSN); if your bank account is a company account you should enter the company Tax identification number. For the Netherlands this is the VAT number)

Recording your story

When your account info is completed you can start preparing to record your audiobook. There are some technical specifications you have to consider:

You may want to consider buying a good microphone which will cost you from 100 euro; <https://tweakers.net/microfoons/> shows one of 66 euro. If you have a quiet environment a reasonably good smartphone might just do. Important is that there shouldn't be all kind of noises added to your recording.

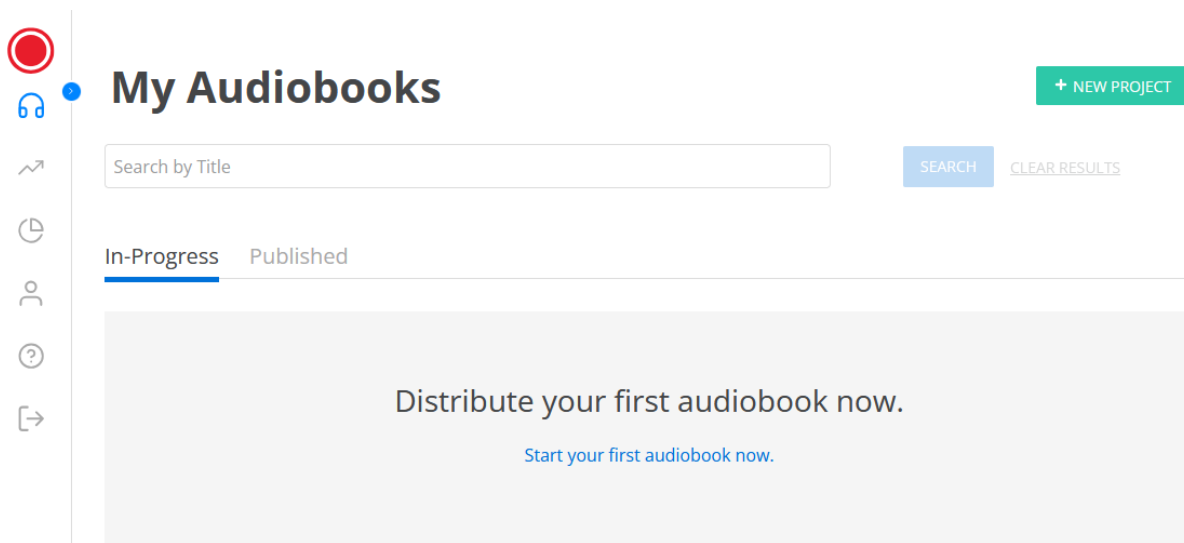
The quality should be at least 192 kbps with 44,1 kHz . Check the settings of your app; I use the Android/iPhone app Easy Voice Recorder in which you can set the bitrate. Also the Technical requirements of Findawayvoices say: RMS for each file must measure between -23dB and -18dB, with peak values below -3dB, and a maximum -60dB floor. This should not be a problem if you read in a normal voice. If you need to process your audio in some way, a good Pc program to do so is the free Audacity (<https://www.audacityteam.org/>) which also allows you to convert existing content to 128 Kbs (but bear in mind that a lower quality recording does not improve when you convert).

When you start reading, you need to have between 0,5 and 1 second of silence (called room tone) at the start and between 1 and 5 seconds at the end.

Read your text in such a way that your listeners can hear every word well enough but also enjoy listening to you. Don't talk too fast but also not too slow. Check your text for specific phrases for which you might need to make a decision how to read it, like numbers. Your book should normally not be uploaded in one recording. The length of a recording should not exceed 120 minutes; a usual way to provide your content is to upload each chapter as a separate audio file. It is not allowed to have your book read by a computer generated voice except created by a trusted partner.

Creating your audiobook

At the left of the opening screen, after logging in in Findawayvoices, you will find the option to move to several screens/options. The small arrow on the vertical line switches from icons to text; the icons below the red Findawayvoices icon (which opens the first screen, when clicked) are My Audiobooks, Reporting, Marketing, My Account, Help and Sign Out. You maintain or add audiobooks using the options My Audiobooks, and click the green button in the right of this screen +NEW PROJECT or the link Start your first audiobooks now. Then you enter:



Metadata

This contains several screens of details. You can often find a “What is this?” link which explains you what to enter. Some entries are explained below. Also upload a cover picture. This should be a square image of 3000x3000 pixels.

Primary Metadata

Title

Subtitle

Series Name

Series Entry

Publisher

Authors

Narrators Note that the author can be someone else than the narrator.

Supplemental Material

Description Usually your blurb (what you usually find on the back cover of the book)

Additional metadata

Abridgement (Default is Unabridged ; Abridged audiobooks are shortened versions of the original literature)

Language

Keywords (e.g. Mystery or a subject, country in which the book is situated, etc.)

Awards

Classification

Fiction/Non-Fiction

Age Level

Primary Bisac / Additional Bisac Select from a menu, e.g. FICTION/ Mystery & Detective / Historical

ISBN information Retail/Library If you do not already have an ISBN number, leave this blank as Findawayvoices will provide a complimentary ISBN

Important dates

Street Date Release Date

Here you normally enter the next day for immediate publishing or a later date. If the book was released outside Findawayvoices, add this earlier date it was released at release date

Copyright

Copyright Date

Copyright Statement

Production Copyright Date

Production Copyright Statement

This is normally the year you created your (audio)book and as statement just the name of the author

Set price

Retail List Price

Library List Price *Cost Per Checkout Pricing (this is normally minimal \$ 0,99 and 2-3 times the retail price because libraries will lend the book to multiple customers.

It is possible (for most distributors) to set a price of 0. The site will suggest a price based on the size of your book.

Distribution

Select or deselect the distributors you want your audiobook see published.

Distributor	Channel	Business Model	All Model Descriptions
24symbols	Retail	A la carte, Credit-based subscription	
Anyplay	Retail	Pool subscription	
Apple	Retail	A la carte	
Audible, Amazon	Retail	A la carte, Credit-based subscription	
Audiobooks.com	Retail	A la carte, Credit-based subscription	
AudiobooksNow	Retail	A la carte	
Beek	Retail	Pool subscription	
Bokus Play	Retail	A la carte	
Bookmate	Retail	Combined Portions Model	
Books-A-Million	Retail	A la carte	
ChirpRetail		A la carte	
CliqRetail		Credit-based subscription, Unlimited subscription	
Downpour	Retail	A la carte, Credit-based subscription	
Everand (Scribd)Retail		Pool subscription	
Google Play	Retail	A la carte	
Instaread	Retail	A la carte	
Kobo, Walmart	Retail	A la carte, Credit-based subscription, Pool subscription	
Libro.FM	Retail	A la carte, Credit-based subscription	
Milkbox	Retail	Pool subscription, Unlimited subscription	
My Audiobook Library	Retail	A la carte, Credit-based subscription	
Nextory	Retail	Combined Portions Model	
NOOK Audiobooks	Retail	A la carte, Credit-based subscription	
Radish	Retail	A la carte, Pool subscription	
Spotify	Retail	Pool subscription, A la carte	
StorytelRetail		Pool subscription	
TuneIn	Retail	Pool subscription	
Ubook	Retail	Pool subscription	
Axiell	Library	A la carte	
Baker & Taylor	Library	A la carte, Cost Per Checkout	
Bibliotheca	Library	A la carte, Cost Per Checkout	
Follett	Library	A la carte	
hoopla	Library	Cost Per Checkout, A la carte	
MLOL	Library	A la carte, Cost Per Checkout	
Odilo	Library	A la carte, Cost Per Checkout	
Overdrive	Library	A la carte, Cost Per Checkout	
Ulverscroft	Library	Cost Per Checkout, A la carte	
Wheelers	Library	A la carte	
3Leaf Group	Retail & Library	A la carte	

Audio

Add Audio Files

DIGITAL VOICE NARRATION

You're uploading human narration.

Upload audio files that are MP3 or FLAC formats, 192 kbps or higher, and 44.1 kHz. Please see our [audio requirements](#) for more details.

Chapter names will be sent to partners. [Chapter Naming Best Practices](#)



Reminder! How you order your files is how your audiobook will play. Findaway Voices will publish your audiobook in the order arranged here.

Total Runtime: 00:00:00

Opening Credits *

Important Tips: This must include the Title, Author, and Narrator names. Please state them exactly as they appear in your metadata and on your cover art. Keep it under 3 minutes.

+

Click or drag to add MP3 or FLAC Files.

Front Matter

Important Tips: This is any material preceding the main text. Some common examples are: Title Page, Dedication, Preface, Author Notes, and Introduction.

+

Click or drag to add MP3 or FLAC Files.

Body Matter *

Important Tips: This is the heart of the book. Some common examples are: Chapters, Parts, Epilogues, and Afterwords. Each file must be shorter than 120 minutes.

+

Click or drag to add MP3 or FLAC Files.

Back Matter

Important Tips: Anything following the main text. Some common examples are: Appendix, Endnotes, Bibliography.

+

Click or drag to add MP3 or FLAC Files.

Ending Credits *

Important Tips: Ending credits must include some reference to the book ending (e.g. "The End."). Traditionally they also include the details from the opening credits as well. Keep it under 3 minutes.

+

Click or drag to add MP3 or FLAC Files.

Retail Sample *

Important Tips: Keep it between 1-5 minutes long, and showcase the narration (don't start with music, don't include opening credits). Avoid explicit language, sexual content, or credits. Customers will use this sample to preview the audiobook before purchasing, so pick an engaging and dynamic part of the book (without spoilers). Note that some retailers may cut their own samples instead of using this one.

+

Click or drag to add MP3 or FLAC Files.

PLEASE UPLOAD ALL REQUIRED AUDIO BEFORE APPROVING AUDIO

Here you upload your audio files. What you need to do is make at least these four recordings separately, Opening and Closing credits, Body matter and Retail Sample. See below what it should contain and the technical requirements earlier in this document.

1 Read the book title, author and narrator which should be equal to the in metadata. This must be uploaded in the section **Opening credits**.

2 Read some closing text, like "I hope you enjoyed" and whatever you want to tell about the book, the way it was written, etc. This must be uploaded in the section **Closing credits**.

3 Make a summary. This can contain the blurb, usually found at the back cover of a book so the potential reader can decide if (s)he wants to buy the book. Also you can read a fragment which obviously should not give away any spoilers. This Retail Sample should not be less than 1 minute. This must be uploaded in the section **Retail Sample**

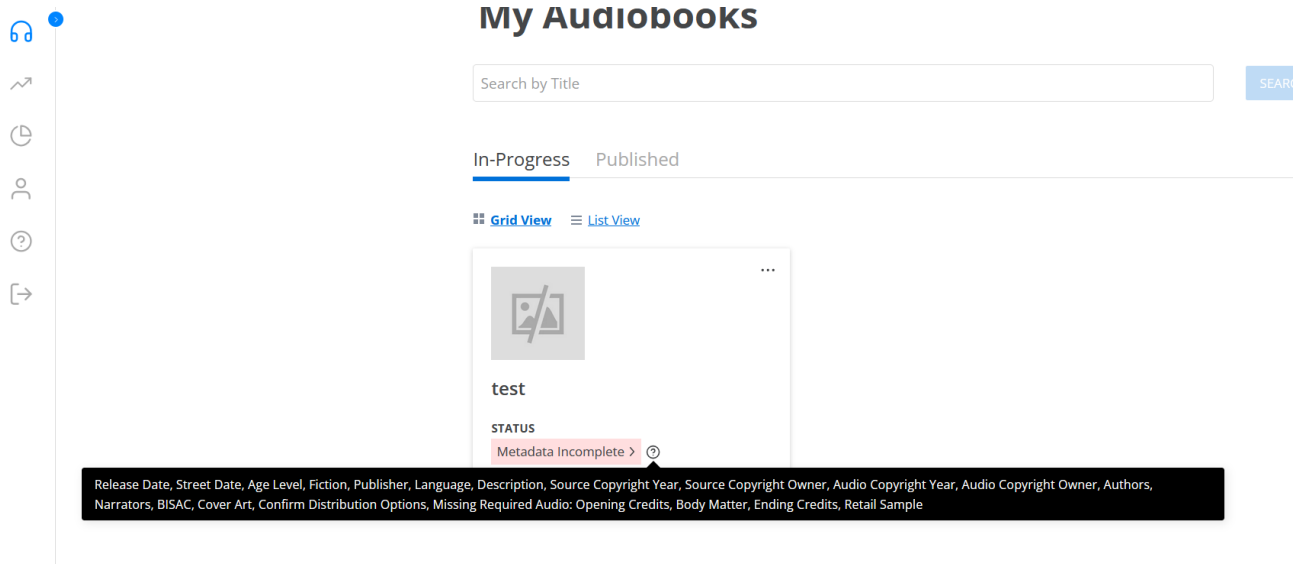
4 **Front matter** (Title page, dedication, preface, author notes, introduction) Can be left blank

5 **Body matter** This is the actual book content

6 **Back matter** (can be left blank)

Publishing your audiobook

When you have filled in everything, you can see a summary in Overview. Then you go back to the main menu My Audiobooks (the headphone icon) where you see your book(s) In Progress (or published). If anything is incomplete, it will show Metadata incomplete, clicking the question mark icon shows what is missing. Otherwise you will see a publish button making your audiobook available for quality control (technical and also some ethical requirements).



The screenshot shows the 'My Audiobooks' dashboard. At the top, there is a search bar labeled 'Search by Title' and a 'SEARCH' button. Below the search bar, there are two tabs: 'In-Progress' (which is selected) and 'Published'. Under the 'In-Progress' tab, there are two view options: 'Grid View' (selected) and 'List View'. A single audiobook entry is displayed in a grid view. The entry has a placeholder image for the cover art, the title 'test', and a status of 'Metadata Incomplete'. A question mark icon is next to the status, and a tooltip is visible below it. The tooltip contains the following text: 'Release Date, Street Date, Age Level, Fiction, Publisher, Language, Description, Source Copyright Year, Source Copyright Owner, Audio Copyright Year, Audio Copyright Owner, Authors, Narrators, BISAC, Cover Art, Confirm Distribution Options, Missing Required Audio: Opening Credits, Body Matter, Ending Credits, Retail Sample'.

If all works out, you will receive a mail like this after which it takes 2-4 weeks before the book is available from the selected distribution partners.

