

Caroline Vincent – Bits about Books

www.bitsaboutbooks.net ❖

www.bitsaboutbooks.net/author-service-desk ❖

❖ bitsaboutbooks@gmail.com

❖ carolineaboutbooks@gmail.com

- Freelance - Author Assistance & Social Media Services

Do you wish you could write whenever you wanted to? Have you spent yet another hour on social media to promote your books and wished it would be easier and less time consuming?

There's so much to do; like updating your website, writing a blog post (when was the last time you wrote one?), finding more bloggers to review your books, managing your author pages on social media, sending out interesting tweets...

That is where Caroline Vincent comes in. She will take away those distracting but oh-so-necessary tasks from you so you can concentrate on what you want to do most and what you do best: writing.

Caroline offers **Author Assistance** in all these fields:

- Keeping your calendar and appointments
- Creating engaging content with custom images, fitting for your author website and/or each specific social media platform
- Interacting with your reader following on behalf of and 'as' you
- Maintaining your social network by managing your FB author page, your Twitter and other social media accounts
- Contacting bloggers for reviews.

In addition to the above, Caroline's **Social Media Services** include:

- Creating engaging content with custom images, fitting for your author website and/or each specific social media platform
- Creating your author brand and your unique visual social media style guide
- Interacting with your reader following on behalf of and 'as' you
- Maintaining your social network by managing your FB author page, your twitter and other social media accounts
- Contacting bloggers for reviews.

Caroline's hourly fee

£ 18

Monthly Packages from 5 hrs/month for

£ 85

Are you looking for an Author Assistant or someone to manage your Social Media Accounts? Or would you rather combine tasks on both fields in a custom-made package?

The monthly packages come with hourly rates from £15. For more hours a month or a contract from 3 months you will receive a discount on the hourly fee (see the pricing of the monthly packages).

Basic: Monthly Package 1

£ 85

5 hours a month – abt. 1 hour a week: normally £90

**If you have up to two social media accounts – a combination of a Facebook Author Page with Twitter is preferable especially when it comes to sharing quotes and reviews of your book(s) and/or are primarily looking for someone to interact with readers & reviewers from your social media account(s) on your behalf.*

Entry: Monthly Package 2

£160

10 hours a month – abt. 2 hours a week: normally £180

**If you prefer to have engaging, pro-active and responsive interacting on your behalf, using your brand's voice and mixing promo posts with content your followers will love; all this with the purpose of enhancing your online visibility and creating a readership for you and your books*

Premium: Monthly Package 3

£230

15 hours a month – abt. 3,5 hours a week: normally £270

To include daily checks for **two social media accounts of notifications, sharing, responding and engaging as 'you' on your behalf, using your brand's voice and, in addition to that, to reach out to and contact bloggers to read and review your books, organise interviews, guest posts and features on various blogs and sharing these posts to your social media accounts.*

*** These services are limited to the hours as mentioned above.**

***The description of the monthly packages are only suggestions, contact Caroline to create a package bespoke to your specifications.**

For more detailed specifics on products and services, please go to:

bit.ly/AuthorServiceDesk-InfoFees and click on the relevant link.

To contact Caroline Vincent, send an email or visit the Author Service Desk:

bit.ly/AuthorServiceDesk