



2023 Series 1 Course A

- Title** **How to Write and Self Publish a Memoir**
- Date** **Tuesdays 21 February – 28 March 2023**
- Time** **10 am – 12 noon**
- Venue** **Otago Golf Club, 125 Balmacewen Road, Dunedin**
- Convenor** **Phyll Esplin**
Email: phyllesplin@gmail.com
Phone: 467 2594 Mobile: 027 696 0408
- Developer** **Brian Miller, Macandrew Bay**
Since selling Tapui Children's Books in 2007, Brian and his wife Diane have written / published 15 books.
- Course fee** \$50 (please do not pay until you receive an invoice)

'Baby-boomers' finally have the time and motivation to write a personal/family memoir, but the process can look daunting. In the first hour each week Brian Miller draws on a lifetime of photography and five decades of experience in writing, publishing, bookselling and marketing, to walk you through the process step-by-step. In the second hour, a different person each week will talk about their experience with memoir writing. Follow this course and you *will* be able to write and publish your own memoir.

All applications must be received by Thursday 26 January 2023. You will receive a response to your application by Monday 6 February 2023.

Please contact the Programme Secretary courses@u3adunedin.org.nz, phone 467 2594 with any queries.

How to Write and Self Publish a Memoir

- 21 February** **How to plan a memoir** -*Brian Miller*
What is a memoir? Collecting our stories. Planning a book project. Styles of books. Defining chapters. Costs, and the value of early print quotes. How to make a mockup of your book and define your market.
- How we wrote our memoir** -*Fergus and Mary Sutherland*, environmentalists from the Catlins.
- 28 February** **Research techniques** -*Brian Miller*
Mind map your resources. Organizing research files, both paper and digital. Developing timelines and small family trees. Basic genealogy, using archives, cemetery records, Papers Past. Leading questions to promote discussion. Interview and oral recording technique.
- My years as a GP in South Africa** -*Dr Andre Smith*
- 7 March** **Photos** -*Brian Miller*
A brief history of photography. Analysing your photo records. Scanning old photographs and basic touchup techniques. The problem with digital (too many!) How to cull, file and name scanned and digital photos for future generations.
- Digitising photos, movies and audio** -*Andy Ellis*, owner of *Convert It* has spent over 15 years converting precious families' records into digital formats.
- 14 March** **Writing techniques** -*Brian Miller*
Writing techniques. Incorporating historical events as backdrop. Developing a writing habit. Linking word counts to your memoir plan. Getting help to edit and proof your memoir.
- How I wrote my memoir** -*Jindra Tichy*, Retired Otago University lecturer, author of 19 published novels and a memoir *Prague in my Bones*.
- 21 March** **Layout/design techniques for self publishing your memoir**
-*Brian Miller*. Putting it all together. The magic of layouts and grids. How to use basic publishing software and inserting photos. Designing your covers. Obtaining an ISBN and Bar Code.
- My two memoirs:** *The Madonna in the Suitcase* and *Astride the Fierce Wind*
-*Huberta Hellendoorn* arrived from the Netherlands in 1960 and began writing in her 50s.
- 28 March** **Writing memoirs** -*Denise van Aalst*, Kowhai and Biography Coordinator for memoir writing at the Otago Community Hospice, Dunedin.
- Printing and marketing your memoir** -*Brian Miller*
A brief history of printing. Dealing with print specifications and the economics of print runs. Redefining your market (extended family etc) before deciding on a print run. Dealing with local shops and libraries. The spin offs from writing a book.