

Verbs and more verbs!

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6. Verb _____
7. Verb _____
8. Verb Ending In Ing _____
9. Past Tense Verb _____
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Verbs and more verbs!

Have you ever wanted to _____^{Verb}_____ a book of your own? Maybe you wonder

how your favorite book _____^{Verb}_____ made.

Books start with an idea. The author _____^{Verb}_____ the person _____^{Verb}_____ the book. The

author _____^{Verb}_____ out his or her idea. Some writers like to _____^{Verb}_____ with a pen or

pencil on paper, while others _____^{Verb}_____ to type their idea into the computer as

they think.

_____^{Verb ending in ing}_____ a book is more than just thinking. Thoughts must be organized

and research done so that information is correct. After that, many drafts of

the manuscript are done before it is finished.

When the manuscript of the book is complete, it must be proofread.

During proofreading, errors are searched for and _____Past tense verb_____.

After this, the author looks for a publisher. Sometimes an author will

already have a publisher if he or she _____Verb_____already published other books.

Most authors are not published by the first publisher they contact.

When a publisher is found, an editor is assigned to work with the author. Another proofreader will go through
the

manuscript. An illustrator _____Verb_____be chosen if one is needed, and the cover of the book _____Verb_____
designed. Before the book is

sent to the printer, a copy is sent to the author for him or her to _____Verb_____and make any final changes.

When all of the changes have _____Verb_____made to the manuscript, the illustrations and words are put together.

The actual

book

is put together at the printer. The kind of paper for the book, the typeface (how the letters look), and the

binding of the pages _____^{Verb}_____ already decided. The printing paper comes in huge rolls. Sheets of paper are cut, printed,

folded, and put in the right order by huge computer-controlled machines.

If the book _____^{Verb}_____ a hardcover, the process is longer. The pages _____^{Verb}_____ printed in groups of four large sheets of paper.

They _____^{Verb}_____ folded in half or quartered so they make what _____^{Verb}_____ called a signature. A signature is usually a group of

sixteen pages. All of these bundles of paper _____^{Verb}_____ sewn together, and the pages are trimmed. After that, the cover _____^{Verb}_____

attached to the book.

Instead of sewing the pages of a paperback book, the pages are trimmed so they are even. Glue _____^{Verb}_____ applied

to the

spine or back of the book to hold the pages together. This _____^{Verb}_____ called perfect binding. After the glue is
_____^{Verb}_____ the

cover (made of heavier paper), _____^{Verb}_____ attached. The glue _____^{Verb}_____ flexible when it has dried so the
book won't fall apart when

it is _____^{Verb}_____.

Most books are now printed and _____^{Verb}_____ together by large machines. They speed up the process of printing
and help to

keep costs low, especially for paperback books. Some special books are still bound by hand. Once books are
_____^{Verb}_____ they are boxed and stored in warehouses until they _____^{Verb}_____ ordered.

Now some publishers _____^{Verb}_____ changing that. They wait for a book to be ordered before they print it on a

computer-controlled printing press. This way, they _____^{Verb}_____ waste money printing a book that may never be
sold.

It

also _____^{Verb}_____ save ink and paper.

The next time you _____^{Verb}_____ a book, take a moment to think about the work that went into producing it.