



UNIVERSITY OF ILLINOIS PRESS

SUBMISSION GUIDELINES

UIP electronic submission form

Print and submit with files

Author _____

Book title _____

Person to contact about artwork:

Name _____

Telephone _____

Email _____

Is this the person who prepared the files? yes no

Instructions for submitting electronic files

- 1) Label discs with author's or editor's last name and title of the book.
- 2) Print and enclose directory of each disc provided, showing all files, including fonts.
- 3) Provide printout, actual size, of each art file, labeled with file name.

If you have questions regarding formats or cannot supply files that comply with our guidelines, contact Cope Cumpston: cumpston@uiuc.edu or (217) 333-9227.

Description of enclosed files

Check one:

Files are preliminary samples for evaluation and copyediting.

Files are final artwork for publication.

Find this doc online at: http://www.press.uillinois.edu/about/electronic_file_form.html

Enclosed are:

floppy discs _____ number

zip discs _____ number

CDs _____ number

If other format, describe:

Graphics include (check all that apply)

figures

maps

scans:

grayscale tiffs (300 dpi needed at final size)

color tiffs (300 dpi needed at final size)

bitmap tiffs (1200 dpi needed at final size)

Fonts included: _____

Platform used to prepare files:

IBM PC operating system: _____

Macintosh operating system: _____

Other (identify): _____

Software application(s) used and release number:

Notes regarding specific files (request for retouching, etc.):

Files enclosed are to appear (check all that apply)

in text (black and white; inside the book)

in text (color; inside the book)

on the cover