

CSSAAME Graphic Guidelines

It is the editorial office's responsibility to obtain production-quality art from authors.

We offer this set of guidelines to better assist the CSSAAME editorial office in identifying distinct categories of graphics and assessing graphics at the earliest stages. These are not meant to be an official or public statement of Press art requirements, but rather a tool for editorial use.

Graphic Categories

First, determine if the image is a continuous tone image (such as a photograph or sketch); line art (such as a black and white chart or graph), or a combination of continuous tone and line art elements.

If Continuous Tone:

- A native TIFF or EPS file (that is, **not** pasted into Word, Powerpoint, or Excel)
- 300 – 900 dpi resolution
- Aesthetically, image should reproduce well when sized between **2 3/4" to 5 3/4"** wide (roughly the width of a single column or full page in CSSAAME). Any necessary detail in the image must be visible at that size.

If Chart, Graph, or Schema (Lineart)

- Preferably, a TIFF or EPS
- Preferably, 1200 dpi (because these are usually built of lines, rather than continuous tones); we can assess lower resolutions, but absolute minimum is 600 dpi.

If a TIFF or EPS is definitely not available, and the illustration is only available in Word, Powerpoint, or Excel, we can work with those. In these cases, send us the Word, Powerpoint, or Excel files and printouts of the images.

Aesthetic Requirements

Regardless of the file format, the graphics as submitted must accommodate the limitations of final printed dimensions and color.

- If it is to be reproduced in B/W, make sure elements can be distinguished in B/W. Encourage authors to use patterns rather than colors to distinguish lines or bars in a graph or chart. Or use shades of gray that are distinctly light, dark, and medium.
- Aesthetically, image should reproduce well when sized between **2 3/4" and 5 3/4"** wide. Any necessary detail in the image must be visible at that size. Pay special attention to text elements that must be readable.
- Rules (lines) should be at least .5 pt wide when sized to **2 3/4" or 5 3/4"**

If any of these elements are not as described, the author will have to manipulate or edit the figure and resubmit.