

# Instructions to *SaLIS* authors

Submitting text and graphics and tables together is the preferred format for review purposes.

**Once accepted by the technical editor, the papers need to be submitted for editing and publication as follows:**

**A. Main text** in a MS Word file, formatted using styles in the attached **Formatting Template**.

**B. Images**--it is imperative that each image is submitted SEPARATELY, in a PRINTABLE format.

Printable formats are tif and eps files with a tif preview.

Images embedded in a word file are read as text, and hence, they are not considered to be in a printable format. Do not submit the final version of your paper with embedded images.

I can manipulate jpg files, so if and when the preferred formats cannot be created, we can work with them, but neither the editor nor the printer will accept any responsibility for the quality of the printed version of such files. One cannot add data to an image; the only thing one does by manipulating low resolution jpg files is "make-belief" high resolution files which will print highly distorted and smudged.

**C. Tables**--all can be grouped in one MS Word format.

The tables are converted into text and recreated in Adobe Indesign Table editor at the office. By extracting tables out of the original text and placing them into one file, the author can help enormously cut down on time spent on table preparation for printing.

**D. Figure and table captions**—group them at the end of the text part of the paper under the headings: Figure captions; Table captions

**E. References**—follow the SaLIS style....see a copy of the printed journal.