

IMAGE SUBMISSION GUIDELINES FOR ARTISTS AND PHOTOGRAPHERS

These guidelines are written to provide assistance to artists and photographers submitting book cover images to the University of New Mexico Press. Authors and illustrators submitting images for reproduction **inside a book** should refer to the “IMAGE SUBMISSION GUIDELINES FOR AUTHORS” link on the UNM Press website. Professional photographers publishing art/photography titles should liaise with the book’s designer to discuss their submission.

Book trim size

Books fall into two main types of binding: paperback and clothbound. With paperback binding, the cover and interior pages are trimmed to the same dimensions. With clothbound books, the book trim size refers to the interior page dimensions, rather than the board binding or dustjacket which are slightly larger. Books published by UNM Press generally fall within a range of trim sizes between 6" x 9" to 6.5" x 9.5." Exceptions are special categories including some archeological titles, illustrated children’s books, art and photography books, and titles featuring color images. Confirm your book’s trim size with the book’s designer prior to submitting a cover image. The following specifications will suit a book trim size up to 6.5" x 9.5."

Artists submitting original art for covers and dustjackets

UNM Press will have original cover art professionally photographed and scanned. If you prefer not to send us original art, we will accept a 4" x 5" large-format transparency, photographed professionally, with colors true to the original work. When you create original art for use on a cover or dustjacket, it is important that you first consult with the book’s designer to discuss the design and the preparation of art at the correct dimensions. If art is designed to take up the full front cover (i.e., vertical format), be mindful that the the illustration will need to accommodate a large title, smaller subtitle, and the author’s name. UNM Press reserves the right to design a cover with text placed over a scanned image.

Original art that takes up the full front cover of a paperback cover, dustjacket, or printed case, (i.e., vertical format) should be sized to include sufficient ‘bleed’ on the top, base, and right-hand edges. Bleed, at actual reproduction size, means a minimum .25" extension of the image beyond the actual dimensions of the cover, jacket, or case. Once printed, bleed will be trimmed off or folded around the board. Dustjackets and printed cases are slightly larger than the book’s trim size and art should be sized accordingly. See figure 1 following:

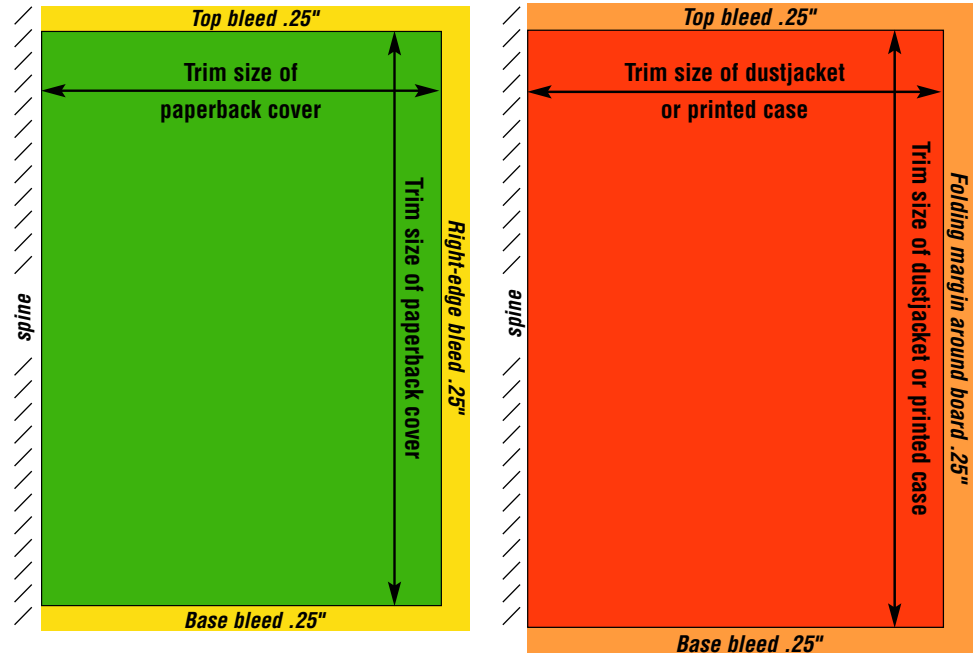


Figure 1

If the trim size of a **paperback book** is 6" wide x 9" high, the front cover will also measure 6" x 9". A cover illustration, including bleed, should measure 6.25" wide x 9.5" high at actual reproduction size.

If the trim size of a **clothbound book** is 6" wide x 9" high, the front cover of the dustjacket or printed case will measure 6.125" x 9.25". A dustjacket or printed case illustration, including bleed, should measure 6.375" wide x 9.75" high at actual reproduction size.

I'm designing a painting to go on the front cover of a 6.5" x 9.5" paperback book. I like to work at four times the actual size. What size should my illustration be? Follow the paperback binding chart to the right. At actual reproduction size, cover art, including .25" bleed on three sides, measures 6.75" wide x 10" high. If you are working at four times that size, your art, including 1" bleed on three sides, should measure 27" wide x 40" high.

Figure 2

Many artists prefer to work at a larger size and have the book's designer reduce the art (in digital form) to fit the cover. This reduction method ensures high quality reproduction. When art is created larger than actual reproduction size, the dimensions and amount of bleed *must increase proportionally*. We advise against creating art smaller than actual reproduction size as a deterioration in quality and overall feel may occur when art is enlarged to fit the cover. Following is a guide of dimensions and bleed areas at *actual reproduction size*. Select the 'paperback binding' or 'cloth binding' table, then size your art using the dimensions in the shaded box.

PAPERBACK BINDING

Book trim size (width x height in inches)	Cover dimensions	Art to fit front cover with .25" bleed on right edge, top edge, and base
5.5 x 8	5.5 x 8	5.75 x 8.5
5.5 x 8.5	5.5 x 8.5	5.75 x 9
6 x 9	6 x 9	6.25 x 9.5
6.5 x 9.5	6.5 x 9.5	6.75 x 10
7 x 10	7 x 10	7.25 x 10.5
8.5 x 11	8.5 x 11	8.75 x 11.5

CLOTH BINDING WITH DUSTJACKET AND/OR PRINTED CASE

<i>Book trim size (width x height in inches)</i>	<i>Dustjacket/ case dimensions</i>	<i>Art to fit front of jacket/case with .25" bleed on right fold, top edge, and base</i>
5.5 x 8	5.625 x 8.25	5.875 x 8.75
5.5 x 8.5	5.625 x 8.75	5.875 x 9.25
6 x 9	6.125 x 9.25	6.375 x 9.75
6.5 x 9.5	6.625 x 9.75	6.875 x 10
7 x 10	7.125 x 10.25	7.25 x 10.25
8.5 x 11	8.625 x 11.25	8.875 x 11.75

Figure 3

What if I wish to create a horizontal-format illustration, or one that covers both the front and back covers?

Whether your illustration is horizontal or vertical in format, it is useful to discuss your ideas with the book's editor and designer first.

If your illustration is horizontal in format, follow the guidelines' width measurement and ignore the vertical measurement. Bleed should be added to the right edge of the illustration only. For example, on a 5.5" x 8" cloth-bound book with dustjacket, a horizontal-format illustration taking up the full width of the front of the jacket should measure 5.875" wide, including bleed.

If art is designed to extend over the spine area and onto the back cover (and flaps), consult with the book's designer who can provide appropriate specifications.

Remember: if you are creating art at 1.5, 2, or 3 times the actual reproduction size, the dimensions and bleed area of your art must also increase by 1.5, 2, or 3 times.

Photographers submitting digital scans for covers and dustjackets

We accept the following electronic formats on CD: EPS, TIFF, JPEG. Color scans may be supplied in either RGB or CMYK mode. Covers and dustjackets will be printed at 350 dpi/ppi. The scan you supply should be a minimum of 350 dpi/ppi at actual reproduction size. Grayscale images should be provided at a minimum of 600 dpi/ppi at actual reproduction size. Using the book trim dimensions shown in figures 2 and 3, size your scanned image to include bleed, as shown in the right-hand column. If in doubt, the book's cover designer will be happy to provide you with the correct dimensions and resolution.

Cover image credit and caption

Please provide a brief credit and caption with your art or image submission. For example: © Timothy Jones, 2004. *Blue Walls*. Acrylic on canvas. 27" x 40". The credit and caption will appear on the back cover of a paperback or printed case or on the inside back flap of a dustjacket.

Storage and return of images

Cover art will be stored carefully at UNM Press throughout the production process. Once the book is printed, CDs, photographic prints, transparencies, and original art, will be returned. This process coincides with 'closing-out' the book and may take several months after the book is printed. If you need your image returned by a certain date, please let the designer know at time of submission.