

Annals of the Association of American Geographers

Guide to Preparing Graphics

All graphics (maps, graphs, and photographs) should be submitted digitally in either **EPS** (Encapsulated Postscript) or **TIFF** (Tagged-Image File Format). Graphics can be exported and saved in these formats with applications such as Adobe Illustrator, Macromedia FreeHand, and CorelDraw. When exporting to EPS or TIFF, all fonts *should* be embedded. Graphic formats such as GIF, JPEG, PDF, and images produced in PowerPoint or imported into a Word document are *not* acceptable for high-quality printing. Upon acceptance of a manuscript, authors will be asked to provide two high-quality hard copies (at least 600 dpi) of all graphics in addition to digital files. If author-supplied files are found to be unusable, a scanned product from the original hard copy will be used.

Layout

A full-page graphic must not exceed 17.1 by 22.2 cm (6.75 by 8.75-inch page) and 8.5 cm (3.35-inches) for a single-column (*including* space for the figure caption which will be typeset by the printer). Please plan for possible reductions of type and symbols.

Note: Basic map design principles can be found in the following textbooks:

Dent, Borden D. *Cartography—Thematic Map Design*, Fifth Edition. WCB/McGraw-Hill, 1999.
ISBN 0-697-38495-0

Robinson, A. H., J. L. Morrison, P. C. Muehrcke, A. J. Kimerling and S. C. Guphill.
Elements of Cartography, Sixth Edition. John Wiley and Sons, 1995. ISBN 0-471-55579-7

Slocum, Terry A. *Thematic Cartography and Visualization*. Prentice Hall, 1999.
ISBN 0-13-209776-1

Lettering

1. All type should be from common type families (examples: Helvetica, Arial, Times, New Century Schoolbook, etc.). If an unique type font is critical to the theme of the map, such as helping to engender the feelings of an historical era, then a copy of the postscript font should be included on the diskette or CD containing the final figures, and its presence noted.
2. Type must be sufficiently large to be easily read at final print size; no type smaller than 6 point.
3. Appropriate cartographic lettering placement should be observed.
4. Type placed on screen tints or area patterns must be clearly readable. White type can be used over dark screen tints, and area patterns can be screened back to prevent interference with type.
5. Generally, map titles will be incorporated into the figure caption and will appear outside and below the figure. Figure captions should not be a part of the graphic. All captions will be typeset, and should be submitted on a separate page.
6. The International System of Units (metric) should be used; other units may be noted in parentheses.

Screen Tints and Area Patterns

1. Screen tints and area pattern fills should reflect the importance of graphic elements through visual hierarchy (i.e., more important elements appear more prominently than less important elements).
2. To insure distinction between screen tints (particularly on choropleth maps), the following percentages are suggested:

2 tints: 30%, 50%
3 tints: 10%, 25%, 50%
4 tints: 10%, 20%, 50%, 80%
5 tints: 10%, 20%, 40%, 60%, 100%
6 tints: 10%, 15%, 25%, 40%, 60%, 100%

Typically, graphics should not have more than 6 tints.

3. Graphic files should be submitted at least 300 dpi for color, 600 dpi for halftone photographs and images with screen tints.
4. Authors wishing to include color illustrations are expected to cover a percentage of the cost of printing. On request, the Managing Editor (annals@aag.org or 202-234-1450) will provide an estimate.
5. Color images need to be submitted in CMYK format.

Final submission of electronic copy should include:

1. A CD containing the figures, labeled with author's name, the figure numbers, and filenames. For example:
Smith, Jan
Figure 1 Atlantic States (ATLST.eps)
Figure 2 Washington, DC (WASH.eps)
Figure 3 Vegetation photo (VegPhoto.tif)
2. Two high-quality printouts (at least 600 dpi) of each figure.
3. List of figure captions and sources typed double-spaced.
4. All final files (main text file, tables, figures, etc.) should be sent to the following address:

Managing Editor
Annals of the Association of American Geographers
Association of American Geographers
1710 Sixteenth Street NW
Washington, DC 20009

Please contact the Cartography Editor with questions about file formats, production alternatives, and design problems.

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