Graphics Preparation Guide

All graphic elements included in the article must be sent as separate high-quality files. We require **original, untouched, uncropped** digital images saved as **high-resolution graphics files** that have **not been altered, compressed or interpolated.**

Please note that only the graphic material that is prepared and sent according to the Graphics Preparation Guide will be used in print design. Graphic material which does not satisfy the print requirements will have to be removed from the final design of the article.

PHOTOS

Send them in **jpg, bmp, tif or pdf**

in the minimum resolution of **300 dpi**

GRAPHS

Send them in **MS Excel** in separate Excel sheets.

SCHEMATIC DRAWINGS

Send them in **jpg, bmp, tif or pdf**

or in any vector format (**.ai, .eps**)

in the minimum resolution of **300 dpi**

TABLES

Send them in **MS Excel** in separate Excel sheets.

SCREENSHOTS

Save them in any format possible or print to file as PDF.

Pictures that contain more images in one: each image has to be sent separately in high resolution

DO NOT

- Crop or enlarge pictures
- Write over pictures

Which graphic material can be used?

Use **your own pictures** whenever possible. Avoid using **copyrighted pictures**.

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name of author, name of picture, source (website link) and date of insertion into the article.

HOW TO SEND PICTURES

Send all your graphic material by email along with your article. If the files are too large to send by email, please use one of the web services such as Wetransfer.com.

BIO HEADSHOTS

It is important that author photos are sent **in high resolution** (300 dpi) and taken as **headshots**, preferably against plain background and taking care of good lighting.

The photo should be free of any shadows or shines.

Examples of good headshots: