

# **POWERSHIPS GUIDELINES FOR SUBMISSION OF PHOTOGRAPHS, CHARTS, ILLUSTRATIONS, GRAPHICS & IMAGES FOR PUBLICATION**

**Title of Your Submission:** \_\_\_\_\_

**Submitter(s) Contact Information:**

Author \_\_\_\_\_ Title (PhD, etc.) \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

E-mail Address \_\_\_\_\_

Phone(s) \_\_\_\_\_

**Specifications for Submitting Images:**

1. SSHSA prefers to receive digital images of photographs, charts, illustrations and other graphics such as posters and printed promotion pieces that will accompany articles. Adobe Illustrator, Photoshop, and InDesign files are preferred.
2. Images may be provided in .jpeg or .tif file formats at the HIGHEST POSSIBLE RESOLUTION; color images must be a minimum of 2 MB, black and white images must meet a minimum 1MB. Images from the Internet ARE NOT ACCEPTABLE. Vector-based graphics in .eps format are acceptable for some illustrations, logos, charts and tables.
3. Image files may be submitted on CD-ROM or simply sent by email as attachments. Extremely large photo files should be sent two or three per e-mail to avoid long downloads or rejection as too large by e-mail servers.
4. If digital images are not available, color and black and white photographs must be of high quality, printed on glossy paper stock. All submitted photographs accepted for publication will be scanned by SSHSA to create digital files.
  - Original photographs can be returned to the author upon request.
5. Suggested captions should be included as part of the article at the end of the article and should be numbered to match numbers on illustrations. Proper credit lines must be provided. If an illustration is from a museum or other outlet where written permission for its use is required, a copy of that written permission must accompany the illustration.

Note: See “Author Guidelines” for information about submitting articles.

For more information, contact Jim Pennypacker, Editor-in-Chief, 610.883.7988, editor@sshsa.org