

Submitting Figure Files *(Updated March 31, 2011)*

Figures, Illustrations, and Equations

1. Submit all figures as editable (NOT EMBEDDED) files.
 - a. Preferred types: *.eps; *.ppt; *.xls; *.tif
 - b. Collaborator logos need to be full-color CMYK/vector *.eps or *.tif files.
2. Make sure that each table or figure can be understood on its own, without reference to the main body of the publication. All symbols or abbreviations should be fully explained within the table/figure.
3. Use simple italics, subscripts, superscripts, and math operators for in-text math/equations—do not use any special math features or “equation editors” for math that can be done without them. All of that adds to prep-for-comp time.
4. **Note:** You must obtain copyright permission for any figures taken from other publications (see [Copyright Requirements](#)).

MAPS

1. All maps should be submitted in TWO file formats at 300dpi/ppi:
 1. *.pdf (for reference and for editing)
 2. *.eps (for design/layout): In some instances, a vector *.tif original or *.emf file can be used.
2. **Stata maps:** Use the “Graph export” command to save a graph as an Encapsulated Postscript file (*.eps). Learn more at http://www.stata.com/help.cgi?graph_export.
3. **GIS ArcMaps:** Follow the directions under “Exporting a map to an interchange and print format” in the following link:
http://webhelp.esri.com/arcgisdesktop/9.2/index.cfm?id=415&pid=412&topicname=Exporting_a_map
4. **Tableau maps:** There does not currently seem to be a way to export from Tableau to *.eps. In lieu of the preferred *.eps file, select "export/image/*.emf." To create a PDF in Tableau, download the free Tableau Reader (<http://www.tableausoftware.com/products/downloading-reader>) and select “Print,” then select “PDF.” (Note: if there is a resolution option, change it to 300 dpi).