

Idaho Yesterdays

Submission Requirements for Photos & Illustrations

Photographs and illustrations, including permissions and fees, are the responsibility of the author. *Idaho Yesterdays* offers an accessible, illustrated magazine format for both academic and general readers. Therefore, please be mindful that art provided should not only be relevant to the article but visually engaging. We use professional photography and there is no guarantee that photos submitted will be used.

We prefer to do our own scanning, and upon completion, photos will be returned. Please provide a self-addressed, stamped, return envelope.

Below are guidelines describing acceptable and unacceptable forms of art.

Acceptable Forms:

- Slides
- Negatives
- Photographic Prints
- Scans on CD will be accepted providing they are **eps** or **tiff** files **no less than 600 ppi**.

Unacceptable Forms:

- Laser Prints
- Photo Copies
- Images taken from the Web or the following high compression file types:
jpeg, gif, bmp, pdf, pict, png.
- Pre-printed art taken from an existing publication.
This is generally not acceptable as it produces art of lesser quality. However, rare exceptions will be made when art not longer exists in one of the acceptable forms listed above. In this event, we must receive the publication so we can scan the art to withstand a corrective process in order to eliminate a moiré pattern.

Idaho Yesterdays Guidelines for Final Manuscript Preparation

Revised November 2004

**Please adhere to the following standards
when preparing your revised manuscript for final submission:**

- Respond to all recommendations by the reviewers, if applicable.
- The total length of the document, with notes, should be no longer than twenty double-spaced pages, or 7000 words (or follow length guidelines provided by the reviewers and/or editors).
- Manuscripts should be prepared in digital format using Word as the word-processing program.
- Use Times Roman, twelve-point font throughout.
- Use endnotes and place them in a different file (endnotes should not be embedded in the text). Endnotes should be prepared according to the latest version of the *Chicago Manual of Style*.
- Check all quotations for accuracy; each quotation should be cited.
- Do not include quotations or extraneous information in the endnotes. *Idaho Yesterdays* reserves the right to cut extraneous information from endnotes during the production phase.
- Include captions for photographs and illustrations in a different file with the title "Captions for Photographs." Do not include captions or directives such as "see figure 1" in the text of the article.
- Submit the manuscript electronically to woodlaur@isu.edu.

Thank you for submitting your work to *Idaho Yesterdays*.