ACM has begun working with the leading Print-On-Demand vendor, Lightning Source, to make hardcopy versions of ACM's conference proceedings available post conference to predominantly institutional customers, such as academic and corporate libraries, via some of the most popular online book retailers, such as Barnes & Noble and [Amazon.com](http://Amazon.com/).

Proceedings already produced by Sheridan Printing will automatically appear in the program. Proceedings produced by other services will need to be submitted to ACM as outlined below:

**Printing specs:**

8 ½ X11 perfect bound book with spine, 4/c laminated Cover 1 and 4 (cover 2 and 3 blank); b/w text only – page limit is 900 pages. File preparation specs at bottom of this page. Conference supplies covers, spine, front matter, ACM Copyright page and papers.

ACM will need the following information before we can proceed. Please forward this information to ldkraus@hq.acm.org for follow-up.

Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conference dates and Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ACM sponsored or cosponsored: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ACM ISBN:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*Note: ACM may supply a new ISBN for POD edition)*

No of pages in proceeding (limit is 900):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact for material:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**File Formats Accepted**

1. Adobe PDF (.pdf). This can be typeset or image/scanned PDF files.
2. InDesign or Quark files (created in InDesign CS3 OR CS4 for MAC and PC respectively or version 7.3 for Quark).
3. Word document files are not accepted but PDF versions of these are accepted.

**Text Specifications**

1. If the file is created using InDesign or Quark, all elements (i.e., art, images and fonts) must be provided, and all fonts must include screen and printer versions even the most common fonts.
2. **ALL** fonts must be embedded in PDF file submissions. This can be confirmed when the PDF is open in Acrobat under the ‘Properties’ option under the ‘File’ menu. The fonts tab lists the names of all fonts used in the file: **‘(Embedded)’** or **‘(Embedded Subset)’** should appear next to **every** font listing.
3. Text should be 100% black.
4. Please do not include Spot colors or ICC profiles in your file.
5. A minimum of **1/2”** (0.5) margin on all sides of your text block is required.
6. Artwork or image requirements:
* Continuous tone photographs and artwork should be 8-bit grayscale, at 300dpi.
* Line art should be 1-bit black and white, at 600dpi.
* Image compressions such as JBIG & JBIG2 are not supported.
1. PDF files should be centered (left-to-right and top-to-bottom) - no crop marks or printer’s marks.
2. Files should be sent as one single-page PDF file. If submissions must be sent as multiple files instead of a single file, files must be named properly to indicate the correct order of files.

**Note:** **The following requirements must be observed in addition to the above for image PDF files**.

1. Scanned pages must be free from dirt, pen marks, moiré, cut text, etc.
2. Page size or trim size must be consistent.
3. Image resolution must be 600dpi for b & w images and 300 dpi for gray scale or color images.

**Cover File Specifications**

1. All images in a cover file must be CMYK. Color images that are less than 200 dpi will be rejected.
2. Graphics, illustrations, and color intended to print to the edge of a cover should bleed a full **1/4”** (0.25)past the final trim size.