

# SWST INFORMATION FOR AUTHORS



SWST – International  
Society of Wood  
Science and Technology

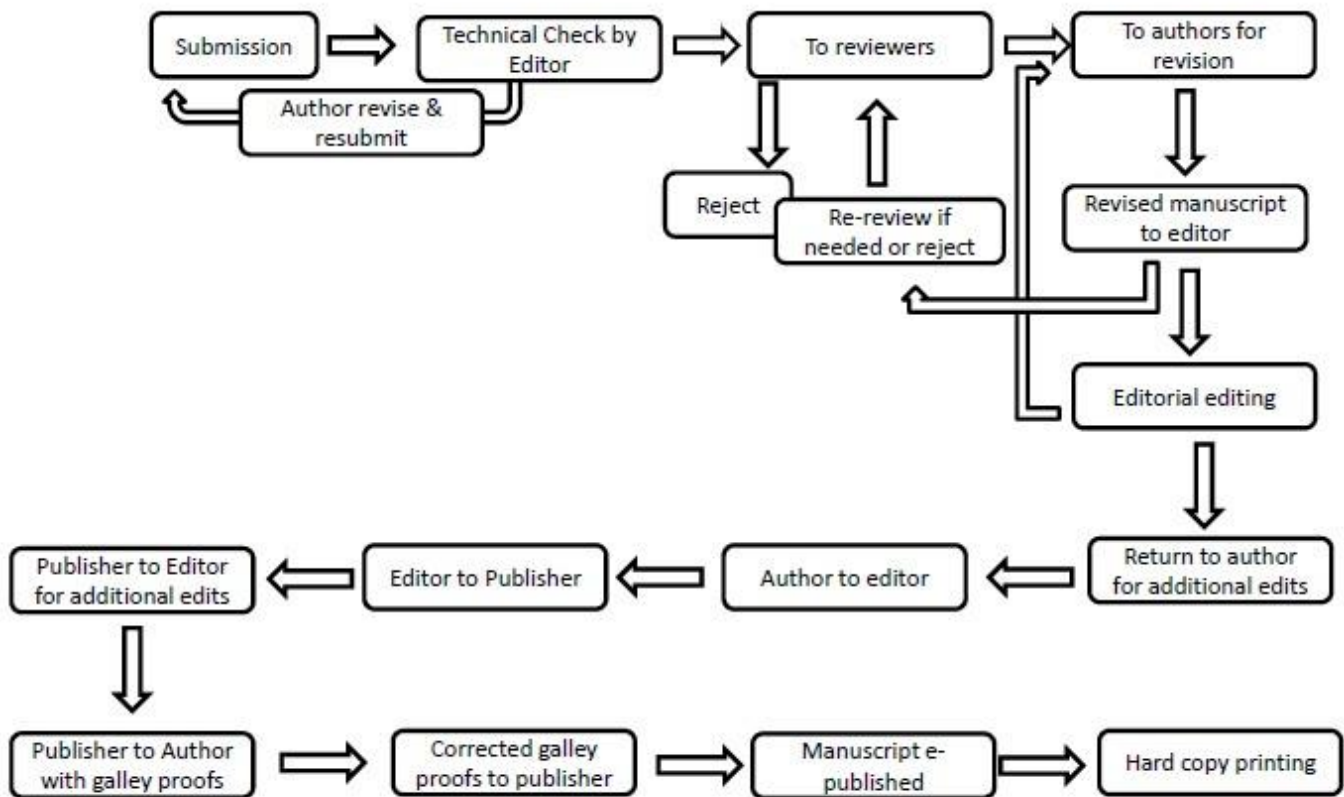
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# SWST INFORMATION FOR AUTHORS

## *PUBLICATION SCHEMATIC*

### **Wood & Fiber Science Publication Schematic**



# SWST INFORMATION FOR AUTHORS

## *EDITORIAL and PUBLICATION POLICY*

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*Wood and Fiber Science*, as the official publication of the Society of Wood Science and Technology, invites and publishes original papers with both professional and technical content of international interest. The research must focus on the science, processing, and manufacture of renewable biomaterials such as wood or fiber of lignocellulosic origin.

All manuscripts are to be written in US English; the text should be proofread by a native speaker of English prior to submission. Any manuscript submitted must be unpublished work not being offered for publication elsewhere.

Papers will be reviewed by referees selected by the editor and will be published in approximately the order in which the final version is received. Papers will be judged on the basis of their contribution of original data and ideas or interpretation of, or in the case of reviews, on their relevancy and completeness. Upon acceptance and publication by *Wood and Fiber Science*, a manuscript must not be published again in any form without written consent of both author(s) and editor.

## *COPYRIGHT*

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The copyright of an article published in *Wood and Fiber Science* is transferred to the Society of Wood Science and Technology (for U. S. Government employees: to the extent transferable), effective if and when the article is accepted for publication.

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3. The right to use all or part of this article in future works of their own, such as lectures, press releases, reviews, text books, or reprint books.

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## RESEARCH SUBMISSIONS

### How to Submit

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- Prepare the following for upload:
  1. **Initial upload: Manuscript body** (Manuscript Title, Abstract, Keywords, Body, Tables, List of figures, Figures)[Do not place or indicate placement for tables or figures in the Body; DO NOT INCLUDE AUTHORS OR ACKNOWLEDGEMENTS IN ORDER TO ENSURE A DOUBLE BLIND REVIEW]
  2. **Supplemental file: Title page** (title, authors, organizations, addresses)
  3. **Supplemental file: Abstract & Keywords**
  4. **Supplemental file: Acknowledgements (if applicable)**
  5. **Supplemental file: A signed letter certifying that you have funds for the page charges AND that your manuscript has not been published or submitted for publication to another journal.**
- Review the CLASSIFICATION FOR REVIEWERS AND MANUSCRIPTS on page 10 to select the categories that best describe the classifications for your manuscript. Note the numerical designation and include it in your research submission.
- Proceed to [Wood and Fiber Science Journal](http://wfs.swst.org) (wfs.swst.org)
- Click the *Register* button on the top and register to be an author, reviewer, or both
- Once you are registered, you can begin a New Submission
- Add at least 3 [classification codes](#) which best describe your manuscript subject matter
- Suggest three reviewers outside your institution(s) and include their email addresses

### Format of Manuscript

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- Manuscript must be consistent with WFS journal policy.
- Your organization will agree to pay page charges.
- **Length of text:** 5000 word equivalents
- Manuscript must be submitted in Microsoft Word™ with Line Numbering enabled and numbering restarted on each page. [Instructions](#)

#### TITLE PAGE

Include title, each author's name and title, affiliation, and complete mailing address. See Title Page Example on page 5.

Provide a condensed running head of no more than 60 letters and spaces.

#### ABSTRACT

Limit to 3% of length of article. A concise, informative results-type abstract suitable for reproduction in an abstracting journal is required.

#### KEYWORDS

Beneath Abstract, list 5 or 6 keywords relating to major methods or results of study.

#### BODY TEXT

[Introduction, Materials and Methods, Results and Discussion, Conclusions] In your Introduction make sure you have clearly stated your objectives and/or hypotheses.

#### REFERENCES

(centered heading, all uppercase). See Reference Examples on page 8.

#### ACKNOWLEDGMENTS - optional

#### TABLES

Tables should not be in the text, but should follow References, one table per page.

#### FIGURES

Figures should not be in the text, but should follow References, one figure per page. A list of figure captions should precede the figures. Figures should follow GUIDELINES FOR FIGURES on page 11.

**FOOTNOTES.** Avoid use of footnotes

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## Title Page Example

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### LABORATORY AND FIELD EXPOSURES OF FRT PLYWOOD: PART 2—MECHANICAL PROPERTIES

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## Body of Manuscript

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[Introduction, Abstract, Keywords, Materials and Methods, Results and Discussion, Conclusions, Tables, List of Figures, Figures]

- *Page Numbers*: Required
- *Line Spacing*: Single-spaced  
*Line numbers*: Required
- *Font*: Times New Roman, 12 pt
- *Justification*: Left only
- *Paragraph Indentation*: None
- *Length*: A suggested limit for the text is 5000 word equivalents.
- *Units*: SI units shall be used; see complete reference in IEEE/ASTM SI-10, and an abbreviated reference in the "Related Material" section of ASTM standard volumes (see SI Units).
- *Style*: Webster's Third New International Dictionary and The Chicago Manual of Style, 15th edition, are useful guides for matters of form, style, and spelling.
- *Equations*: All equations not within the text must be numbered consecutively.
- *Citations*: Make all references in text by author and year of publication. For three or more authors, cite the first only and use et al.
- *Symbols and Abbreviations*: Proper symbols: % (not percent); s (not sec); h (not hour or hr) (see Symbols and Abbreviations)
- *Numbers*: Use proper numbers of significant digits, especially for conversions



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## Reference Examples

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Make all references in text by author and year of publication. For three or more authors, cite the first only and use et al. List all references alphabetically by first author.

- Article:** Brandt JP, Shook SR (2005) Attribute elicitation: Implications in the research context. *Wood Fiber Sci* 37(1):127-146.  
Keyworth R (1958) The mechanics of multi-layer particleboards. *Holz Roh Werkst* 42(8):419-430. In German with summary in English.
- Book:** Sinclair S (1992) *Forest products marketing*. McGraw-Hill, New York. 403 pp.
- Chapter:** Leatham GF, Myers GC, Wegner TH, Blanchette RA (1990) Energy savings in biomechanical pulping. Pages 17-25 in TK Kirk and H-M Chang, eds. *Biotechnology in pulp and paper manufacturers, applications, and fundamental investigations*. Butterworths-Heinemann, Boston.
- Internet:** Sassus F, Fournier M, Thibaut B (1995) Longitudinal growth strains and drying shrinkage in tension wood of poplars (*Populus euroamericana* cv 1214) IUFRO XX World Congress, Tampere, Finland. <http://www.metla.fi/conf/iufro95abs/d5pos13.htm>. (8 June 1998). [date is when you accessed the file on the Web]
- Part of Proceedings:** Vick CB (1996) Hydroxymethylated resorcinol coupling agent for enhanced adhesion to wood. Pages 47-55 in AW Christiansen and AH Conner, eds *Proc Wood Adhesives*, 29-30 June 1995, Portland, OR. Forest Prod Soc, Madison WI.
- Thesis:** Zhang J (1995) Rational design of dowel joints in case construction. MS thesis, Purdue University, West Lafayette, IN. 121 pp.
- Other:** ASTM (1998) D 143-94. Standard methods for testing small clear specimens of timber. American Society for Testing and Materials, West Conshohocken, PA.
- FPL (1999) *Wood handbook - Wood as an engineering material*. Gen Tech Rep FPL-GTR-113. USDA For Serv Forest Products Laboratory, Madison, WI. 463 pp.
- Anon (2000) Statistical report '99, *Floor Covering Weekly* 47(19), Garden City, NJ.
- Kayihan F (1990) Method of perfusing a porous workpiece with a chemical composition using cosolvents. US Patent 5,094,892.
- Kelly MW (1977) Critical literature review of relationships between processing parameters and physical properties of particleboard. Gen Tech Rep FPL-GTP-10 USDA For Serv Forest Prod Lab, Madison, WI. 24 pp.
- SPSS (1996) *TableCurve™ 2D*, SPSS Inc. Version 4.06. Chicago, IL.
- Arnold D (2002) President. Arnold Forest Products, Co. Shreveport, LA. Personal communications with T Shupe on 25 October 2002.

### *Multiple Publications by the same author*

The references below are cited in the text as Schimleck et al; those with the same year must be identified with a, b, c, etc.

Schimleck LR, Evans R, Ilic J (2001a) Application of near infrared spectroscopy to a diverse range of species demonstrating wide density and stiffness variation. *IAWA J* 22(4):415-429.

Schimleck LR, Evans R, Ilic J (2001b) Estimation of *Eucalyptus delegatensis* wood properties by near infrared spectroscopy. *Can J For Res* 31(10):1671-1675.



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Schimleck LR, Evans R, Matheson AC (2002a) Estimation of Pinus radiata D. Don clear wood properties by near-infrared spectroscopy. *J Wood Sci* 48(2):132–137.

Schimleck LR, Evans R, Ilic (2002b) Application of near infrared spectroscopy to the extracted wood of a diverse range of species. *IAWA J* 24(4):429–438.

## *Abbreviations for frequently cited publications*

Use the Institute for Scientific Information (ISI) list of journal abbreviations:

<http://www.efm.leeds.ac.uk/~mark/ISIabbr/>

Wood Fiber Sci	Forest Abstr	J Polym Sci	J Mater Sci
Wood Sci Technol	Pulp Pap Sci	Wood Sci	Sven Papperstidn
Forest Prod J	NZ For Sci	Agric Hdbk	Can Wood Preserv Assoc
Forest Genet	Silvae Genet	Aust J Bot	Proc Royal Soc London
Holz Roh-Werkst	Mater Org	J Testing Eval	USDA Gen Tech Rep

## **Symbols and Abbreviations**

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Don't confuse abbreviations with unit symbols, for example "sec" vs "s"

Time units: use "s" as the symbol for seconds, not sec (which is an abbreviation); h instead of hours or hr, da instead of day or days, wk instead of weeks, mo instead of months, yr instead of years

Symbols are not pluralized (kg, not kgs); kg is lower case

There are no periods after symbols (except at the end of a sentence)

The use of "M" for 1000 is obsolete; M is mega- (1 000 000); k is 1000 (and not capitalized)

Avoid multiple prefixes: pF, not  $\mu\mu\text{F}$ ; nm, not  $m\mu\text{m}$

For multiple symbols, use the "dot" connector between all symbols: N·m, not Nm, N-m, or N.m, and  $\text{W}\cdot\text{m}^{-2}\cdot\text{K}^{-1}$  or  $\text{W}/(\text{m}\cdot\text{K})$

There should always be a space between the number and the unit symbol (10 mm, not 10mm)

Close spaces for % and °C: 25% and 25°C

Abbreviate Figure or Figures as Fig or Figs, except at the start of a sentence

Leave out periods for Fig, eg, ie, et al, etc

Leave out symbols for ranges: 10 – 20%; 10 - 20°C

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## *CLASSIFICATION FOR REVIEWERS AND MANUSCRIPTS*

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**Do not use Main Headings; only subheadings**

<p><b>MECHANICAL PROPERTIES</b> 10.100 BASIC PROPERTIES 10.200 FRACTURE MECHANICS 10.300 NONDESTRUCTIVE TESTING 10.400 STRUCTURAL GRADING 10.500 CREEP/DOL 10.600 SEISMIC</p> <p><b>PHYSICAL PROPERTIES</b> 20.100 DIFFUSION/PERMEABILITY 20.200 MOISTURE/DRYING 20.300 DIMENSIONAL STABILITY 20.400 THERMAL 20.500 ACOUSTICAL 20.600 COLOR 20.700 NONDESTRUCTIVE EVALUATION</p> <p><b>DEGRADATION/TREATMENT</b> 30.100 PRESERVATION 30.200 FIRE RETARDATION 30.300 DECAY 30.400 INSECT ATTACK 30.500 COMBUSTION 30.600 MARINE</p> <p><b>SURFACE PROPERTIES</b> 40.100 ADHESION 40.200 FINISHING 40.300 COATINGS 40.400 SURFACE ACTIVATION</p> <p><b>WOOD/FIBER CHARACTERISTICS</b> 50.100 GROWTH PROPERTIES 50.200 ANATOMY/ULTRASTRUCTURE 50.300 WOOD QUALITY 50.400 FIBER QUALITY</p> <p><b>ROUNDWOOD</b> 60.100 LOGS 60.200 POLES 60.300 HARVESTING</p> <p><b>LUMBER</b> 70.100 SOFTWOOD (STRUCTURAL) 70.200 SOFTWOOD (REMANUFACTURE) 70.300 HARDWOOD (STRUCTURAL) 70.400 HARDWOOD (REMANUFACTURE) 70.500 TROPICAL WOODS</p>	<p><b>COMPOSITES</b> 80.100 PLYWOOD 80.200 OSB 80.300 MDF 80.400 PARTICLEBOARD 80.500 INORGANIC 80.600 STRUCTURAL COMPOSITE LUMBER 80.700 WOOD PLASTIC/POLYMER COMPOSITES 80.800 NON-WOOD BIO-BASED COMPOSITES</p> <p><b>OTHER PROCESSING/PRODUCTS</b> 90.100 PULP 90.200 PAPER 90.300 APPEARANCE PRODUCTS 90.400 MOLDED PRODUCTS 90.500 FURNITURE</p> <p><b>ENVIRONMENTAL ISSUES</b> 100.100 CERTIFICATION 100.200 GREEN STRUCTURES 100.300 LCI/LCA 100.400 PROCESSING EMISSIONS 100.500 CARBON SEQUESTRATION 100.600 ENERGY PRODUCTION</p> <p><b>BIOMASS CHEMISTRY</b> 110.1 LIGNOCELLULOSIC CHEMISTRY 110.2 ENERGY PRODUCTION 110.3 BARK CHEMISTRY 110.4 ADHESIVES</p> <p><b>OTHER</b> 120.1 GENETICS 120.2 EDUCATION 120.3 HUMAN PERCEPTION 120.4 MARKETING 120.5 OPERATIONS RESEARCH 120.6 ECONOMICS 120.7 BIOMASS, PRODUCTION &amp; UTILIZATION 120.8 NANOTECHNOLOGY</p>
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# SWST INFORMATION FOR AUTHORS

## GUIDELINES FOR FIGURES

### Preparing Figures for Publication

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In recent years, the *WFS* editorial staff has encountered numerous problems with electronic files submitted for publication, and an inordinate amount of time has been spent attempting to convert files into a usable format. Due to the high cost of the electronic-to-print process, it has become necessary for us to require authors to submit manuscripts and figure files in a closely defined format.

**Instructions:** The following instructions for preparing figures to be printed in *WFS* must be followed carefully. Failure to do so may result in return of the manuscript or in additional charges beyond the standard *WFS* page charges.

**Glossary:** Before reading these instructions, it would be a good idea for you to read the definitions in the Glossary. Glossary terms appear in **bold** as clickable links to definitions.

**Color:** The *WFS* is primarily printed in black and white and the page charge rate is calculated on the basis of black and white printing. Unless there is a very compelling reason to request color printing of certain figures, and you are willing to pay the extra charge for color printing, all figures should be prepared in black and white format only.

### Figure Composition

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- **Typeset:** Figures will be typeset in one of three sizes: 1 column (20.3 picas; approx. 3.5 in.); 1-1/2 columns (29 picas; 4.5 in.); or 2 columns (42 picas; 7 in.).
- **Fonts:** Use Arial or Helvetica fonts for labeling of axes, etc. Be sure that the font size will be no less than 8 point when the figure is reduced to its final size.
- **Extraneous text:** Titles or labels not absolutely necessary for understanding the figure should be removed and explained in the caption. Do not include page numbers, figure numbers, or figure captions within the boundaries of a figure.
- Scales or axes should not extend beyond the bounds of the plotted data.
- **Line weight:** Be sure that all lines in a figure are heavy enough to withstand substantial reduction; choose rule weights that are 0.5 point or more at a size of 4 by 4 inches. If lines are less than 0.5-point-thick, they may "drop out" after reduction. Hairline rules should not be used; choose bold lines (do not choose the thinnest line available in whatever program you are using).
- The style in figures should be consistent with the text, including capitalization and SI usage.
- **Units of measure:** Place units of measure for axis labels in parentheses after the label (e.g., Growth (%) not Percent growth).
- **Symbol Key:** Keys to symbols, if needed, should be kept as simple as possible and be positioned so they do not needlessly enlarge the figure (i.e., placed inside the figure in an open area if possible).
- **Symbols:** Use solid symbols for plotting data if possible. Size symbols so that they will be distinguishable when the figure is reduced.
- **Color vs. Grayscale:** If your figures were originally prepared in color, with different colors representing different values, the likelihood is great that when the files are printed in black and white, the contrast necessary to differentiate the data will be lost. Whenever possible, use different patterns of hatching instead of gray levels to differentiate between values in a figure. If that is not possible, be sure to use gray levels between 20 and 80 percent with at least a 20 percent difference between the levels of gray.

# SWST INFORMATION FOR AUTHORS

## File Formats

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### *Photographs (Continuous Tone Figures)*

- Continuous tone figures (e.g., photographs) should be submitted as TIFF files at a minimum resolution of 300 dpi for an original figure size of not less than approximately 4 by 4 inches.
- If the images were taken with a digital camera, save or export the images to a 300 dpi TIFF file.
- If your only option is to save the image as a JPEG file, be sure to save it with the least amount of compression (highest quality) setting.
- Submit separate TIFF files; do not place image files in a Word document.
- Include a lightly labeled printout of the image for comparison purposes.
- If it is not possible to submit an electronic file, you must provide high-quality prints, made from original negatives, and printed on a matte coated stock, for scanning. You will have to pay an extra charge if we must scan prints.

### *Line Art (Vector Graphics)*

If you *created* your line art (vector graphics, such as drawings, graphs, charts) in a drawing program (e.g., Illustrator, CorelDraw, FreeHand, etc.), you will likely be able to save them as EPS files.

If you are unable to save/export the line art as EPS files, then save the files as high-resolution TIFF files (900 to 1200 dpi).

Submit separate EPS or TIFF files; do not place files in a Word document.

Include a lightly labeled printout of the artwork for comparison purposes.

If you *created* the line art in Word, Excel, or PowerPoint, you can produce PDF files using the specific instructions for saving PDFs that can be found in current Microsoft Office software. If those instructions are followed carefully, the figures should be acceptable for printing. Include a lightly labeled printout of the artwork for comparison purposes.

### *Combination Figures*

- When artwork contains both text and continuous tone elements (combination figure), it should be submitted as a TIFF file (resolution of 500 to 900 dpi).

## Color Figures

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- Color reproduction is very expensive. The charge to the authors is \$400 for the first and \$250 for each subsequent figure. If you do not want these in color, the publisher (at no charge) makes every effort to reproduce color figures in acceptable gray scale. Alternately, you may want to redo figures in gray scale.
- Color photographs should be submitted as TIFF files in **CMYK** color mode (not **RGB**) at a minimum resolution of 300 dpi for an original figure size of not less than approximately 4 by 4 inches. If the images were taken with a digital camera, save or export the images to a 300 dpi TIFF file.
- If your only option is to save the image as a JPEG file, be sure to save it with the least amount of compression (highest quality) setting.
- Submit separate TIFF files; do not place image files in a Word document.
- Include a labeled printout of the image for comparison purposes.

# SWST INFORMATION FOR AUTHORS

## A Note about Color

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Before deciding to use color for figures, authors should be aware that it is costly since presses must be changed to run color.

Printed article: \$400 for the first color figure and \$250 for each subsequent one.

Online version only: \$20 per color figure

## *PAGE CHARGES*

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As of January 1, 2019, authors can choose to either pay for page charges, or pay an open access fee. If you choose page charges, the article is not open access until 5 years after publication. If open access fee is paid, it is immediately open access. You must choose which option you want, when you are notified by the editor that your paper is accepted.

1. Page Charges Option: Members: \$75 per page; Non-members: \$150 per page
2. Open Access Fee Option - \$1500 flat fee

Changes in proof will be billed to the author at \$3.00 per line. Folded inserts, envelope inserts, and colored illustrations can be printed only when paid for by the author.

# SWST INFORMATION FOR AUTHORS

## GLOSSARY

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**Bitmap** – A method for representing graphical images in which the image is composed of rows and columns (a grid) of dots (pixels).

**Bitmap image** – An image stored in a pixel-by-pixel format. To display a bit-mapped image on a monitor or print it on a printer, the computer translates the bitmap into pixels (for display screen) or ink dots (for printers). Bitmap images are often referred to as raster graphics.

**BMP** (\*.bmp) – Windows bitmap is the native format for Microsoft Paint. It is not well supported by other operating systems and should not be used.

**CMYK** – Cyan, magenta, yellow, and black. A model used to represent color in print, known as a subtractive color model. Color is reproduced by the reflection of light off of ink pigments. Although the full color spectrum can be represented just with CMY, true black cannot be produced in the printing process due to impurities in the CMY inks, so black (K) is added.

**Combination figure** – Artwork that contains both text and continuous tone elements (e.g., an annotated photograph).

**Continuous tone** – An image composed of a range of color or shades of gray (e.g., a photograph). These types of images cannot be described mathematically and instead are described pixel-by-pixel in a bitmap.

**Encapsulated PostScript [EPS]** (\*.eps) – Graphics file format used to transfer PostScript image information from one program to another. It encodes vector artwork as a series of mathematical expressions, allowing vector artwork to be stored and re-sized without affecting resolution.

**GIF** (\*.gif) – Graphics interchange format. A file format for displaying images on the web. GIF includes data compression but is limited to 256 colors. It should not be used for images that will be printed.

**Grayscale** – An image composed of black, white, and intermediate shades of gray. There are 256 shades of gray in a grayscale image.

**Hairline rule** – A specified rule that will reproduce at the finest resolution of the output device. Hairline rules should not be used for printing.

**Halftone** – A continuous tone image, such as a photograph, that has been converted into a black and white image.

Halftones are created through a process called dithering, in which the density and pattern of black and white dots are varied to simulate different shades of gray. In conventional printing, halftones are created by photographing an image through a screen. Halftones are used since the printing process cannot print the fine gradations of ink required for continuous tone.

**JPEG** (\*.jpg/\*.jpe/\*.jpeg) – Joint Photographic Experts Group. A type of compressed file particularly suited for storing continuous tone bitmap data such as photographs on the web. JPEG is a lossy compression technique that is designed to compress color and grayscale continuous tone images. The user typically has to compromise on either the quality of the image or the size of the file. JPEG does not work well on line drawings, lettering, or simple graphics because there is not a lot of the image that can be thrown out in the lossy process, so the image loses clarity and sharpness.

**Line art** – Any image composed of lines and text, such as graphs, charts, and illustrations. Best saved in a vector format (such as EPS).

**LZW** – Short for Lempel-Zif-Welch, LZW is a lossless compression algorithm for data compression that conserves disk space without sacrificing any data in the image.

**PDF** (\*.pdf) – Portable document format. A file format for representing the visual aspects of pages, and for certain other information about those pages, independent of the software, hardware, and operating system used to create them and independent of the output device on which they're to be displayed or printed. Created and maintained by Adobe Systems.

**Pixel** – Short for picture element, a pixel is a single point in a graphic image.

**Postscript** – Instead of using pixels (as in bitmaps) or mathematical expression (as in vector graphics), Postscript is a programming language that describes the shapes, lines, spaces, positions, fonts, colors, and other features of a page.

**RGB** – Red, green, blue. A color model used to represent color on computer screens. Known as an additive color model, the colors on screen are produced by additive amounts of light passing through a range of pigments.

**Standard fonts** – Common fonts that can be found on all computer systems. For maximum clarity it is recommended that Arial or Helvetica (sans-serif fonts) be used for labeling figures, and Symbol be used for Greek, Latin, and other characters. Uncommon fonts may not be supported on all computer systems and may cause problems in the printing process.

**TIFF** (\*.tif) – Tagged image file format. A widely supported format for saving bitmap images. It can store images in color (CMYK and RGB) and grayscale, and supports LZW compression. This is the recommended format for storing continuous tone images (i.e., photographs). If it is used to store line art, the images must be saved at 900 dpi or higher resolution.

# SWST INFORMATION FOR AUTHORS

**Vector graphics** – An image that is composed of mathematically defined geometric shapes - lines, objects, and fills. Vector graphics may include text, graphs, or illustrations. Vector graphics are more flexible than bitmap images because they can be scaled; they are resolution independent. Vector graphics are typically saved in EPS format.

**WMF** (\*.wmf) – Windows metafile format. A Microsoft Windows format usually used for interchange of image data between various Windows software programs and rarely used as a final format.

**ZIP** (\*.zip) – A derivative of LZW, Zip is a popular data compression format commonly used for compressing and archiving files in Microsoft Windows environments.