

## Gastronomica Art Submission Guidelines

### Specifications for Full-Color or B&W Images

- Images should be submitted as TIFFs, at a resolution of 300 dpi, and at least 6.75 inches wide.
- Other acceptable file formats: PDF, JPG. (File resolution for JPGs must be at least 72 dpi and at least 27 inches wide.)
- Unacceptable file formats are PNG and BMP.

### Acceptable Number of Images

- For research articles, authors can submit up to 6 images.
- For creative nonfiction pieces, authors can submit up to 4 images.
- For photo/visual essays, authors can submit up to 12 images.

### Permissions/Legal Restrictions

- It is the author's responsibility to secure permission to reprint images. Please consult the *Chicago Manual of Style, 17th Edition*, Sections 4.68-4.101, "The Author's Responsibilities," for more information.
- There are online sources for copyright-free images, such as Flickr (Creative Commons) and Wikimedia Commons.

NOTE: The editorial team is not responsible for securing permissions or determining the legality of images. *Gastronomica* does not pay to secure permissions for reproduction.

### Photo Reprint Permission Form

Once images are finalized for an accepted article, a photo reprint permission form will be sent to you. Please:

- Fill out your information at the top.
- Fill out the credit/acknowledgment section, including the copyright year.
- Sign at the bottom and return the form electronically

### Submitting Files

Please submit manuscript, captions, charts /graphs, and photos as separate files **on ScholarOne**.

- Do not embed images in the manuscript. Instead, place photo callouts in the manuscript with "**Place Figure X about here**" (replace the "X" with the number of the image).
- All images must be labeled as figures and numbered sequentially.
- Submit captions as a separate Word document instead of embedding them in the manuscript.
- Submit images, including charts and graphs, as separate files.

NOTE: All images and related information/documents need to be submitted at the same time as the submission of the *final* manuscript on ScholarOne (<https://mc.manuscriptcentral.com/ucpress-gastronomica>). **\*Please note that this refers to the original submission - once provisionally accepted for internal review, we will not accept further files or images for consideration.**