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The typesetter can start working on the layout when the author has confirmed by e-mail that he/she approves the costs.

The author is always responsible for checking the layout and proofs.

For further information, please contact tup@uta.fi.

SUBMITTING THE MANUSCRIPT TO THE TYPESETTER

The manuscript must have all the content and be proofread

The author submits the manuscript as a Word file on the date agreed with the typesetter
• Table of contents (structure), tables, images and figures must be correctly placed in the text.

Image files should be submitted as separate tiff or jpeg files.
• In print publications, image files must have 300 dpi resolution and line art pictures (vector graphics) at least 1,200 dpi resolution.
• Colour images are converted into CMYK colours in the layout stage at the latest.

SCHEDULE

The author must negotiate the layout schedule with the typesetter. The schedule is greatly affected by what the manuscript is like and how many tables, images and figures it contains.

Doctoral candidates should reserve at least seven weeks for the layout and printing process of their dissertation.