



LIFE AFTER GRADUATION, LLC

Custom Book Cover Specifications and Examples

Helpful Instructions for Digital File Submittals, and our Layout Design, Proofing and Print Preparation Processes:

1. DESIGN TIME: Included with your purchase is 2 hours of complimentary professional design services. In most cases, when we are provided the correct information, text documents, and graphics files, a cover can be developed and approved within 2 hours. If additional time is required, you will be notified and provided the option to purchase additional design services at the rate of \$70/hour.

2. BOOK COVER OUTSIDE IS FULL COLOR (CMYK). We now offer full (CMYK process) color on our books! If you provided your school Pantone spot colors, we will need the Pantone #s from you and we will assign a cmyk mixed closest to your colors. All white on the cover is the paper stock color. If you wish to use one Pantone spot color and black, or two Pantone spot colors (no black), the cost is the same.

3. SENDING PHOTO(S) FOR COVER USE: If you want to use your own school photo(s) on the covers, please send photos as a JPEG or TIFF format at 300 DPI JPEG or TIFF format at least at the size of the print image you want on the cover or larger. A color photo is fine, as our designer can convert to as needed for the cover design. We can convert any photos you want on inside covers to black and white.

4. TO INCLUDE SCHOOL LOGO OR A MASCOT GRAPHIC IMAGES:** Logos and line art graphic illustrations reproduce best from files such as EPS, or TIFF, especially those created as **vector** format graphics in *Illustrator* or similar vector software programs. If you do not have an Illustrator or EPS file, then a PDF or TIFF formats will often work well if it is highest quality resolution/large size (such as full page image of 8.5 x 11 inch size). Our designer can convert most formats as needed and also can often correct files to assign your chosen Pantone color, or convert to black or white if needed. We will let you know if it's not easily possible to do so. If you have a school website page of downloadable logo formats specifically for print and design use, then with your instructions and any user/password, our designer is able to download the correct print version format for use on your custom cover. ****Please note that copies of logos pulled directly from a website page are not acceptable at small size, as the image will not reproduce well in print.**

5. PERSONALIZING THE TITLE ON THE BOOK COVER: If you wish to personalize the title and/ or the text on the outside back cover, please let us know and send instructions and any replacement text in Word Doc. format.

6. PREPARING YOUR TEXT FOR INSIDE COVERS: If you wish to include text on the inside front/back cover, please submit as Word doc or docx at standard 8-1/2 x 11 size, but consider that your inside content needs to fit 5.5 x 8.5 inch space at a comfortable reading font size. So if you use about 1/2 - 2/3 of a letter size page at 12 pt. font that will work. Please use Times or Times New Roman, and regular paragraph returns where they should be, no hard returns. If you want a particular font used, see **(7)** below. We'll show you a proof along with the outside cover proof.

7. SPECIFYING FONTS: If you have specific "school" fonts, please package and send the fonts along, as we may not have the particular font on our computer. In most cases, substituted closest font styles will be used if you have such a request and do not send us the fonts or we cannot install them, or we will use fonts as used on our standard book covers.

8. LOGOS/GRAPHICS/PHOTOS FOR INSIDE COVER USE: Refer to instruction numbers 2 and 3 above. Only black ink is used on inside cover printing. We will be happy to get an estimated cost for additional printing costs if you wish to add a Pantone color to the inside along with black ink (2 color printing), or using only the Pantone # instead of black ink.

9. PROOFING PROCESS: Once all of the above specifications are met and correct format of files received are converted and formatted into the book cover template, our designer will send a proof example in PDF format via email. After receiving a proof, simple corrections and instructions in your email response works well, or you can call if difficult to explain or if you have questions regarding any part of the proof.

10. OVER TWO HOURS OF INCLUDED DESIGN/PRODUCTION TIME? Jeanette Alexander will estimate in email at each proofing stage the amount of time so far. In most cases, two hours is sufficient, but if there are many photos and graphics, and many revisions requested, the design / production time can easily reach 3-4 hours. Based on the initial information from you, it can be determined if more time will be needed to complete your book cover layout, and the additional cost for design/production/revisions will be added to your bill from Life After Graduation at the rate of \$70/hour.

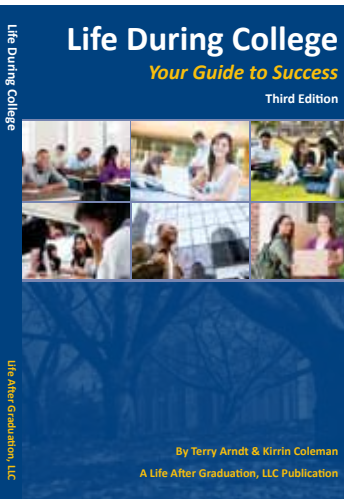
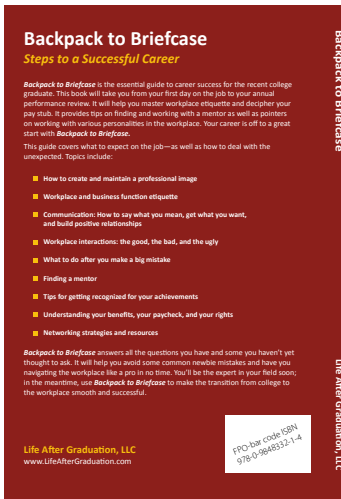
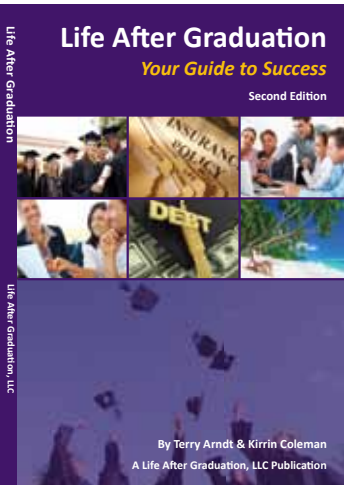
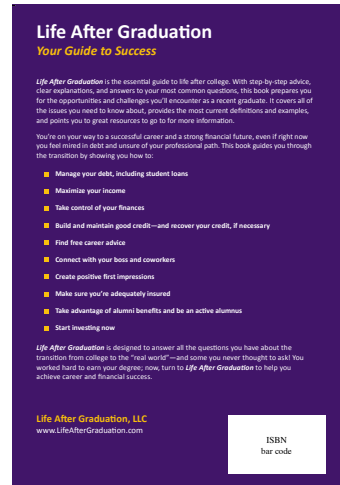
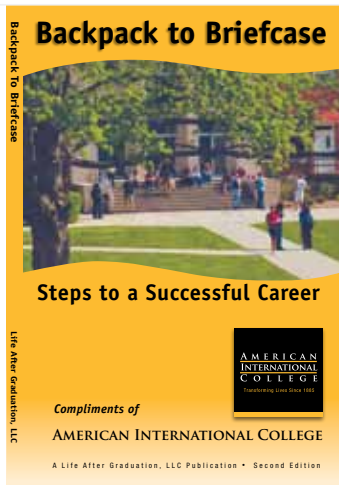
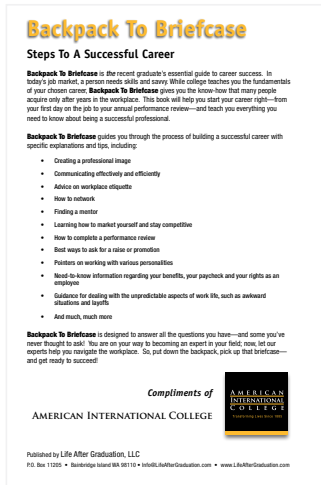
For More Information Regarding Cover Design, Production, and Options, please contact:

Jeanette Alexander: email: jalexgd@sounddsl.com or call (206) 842-6368

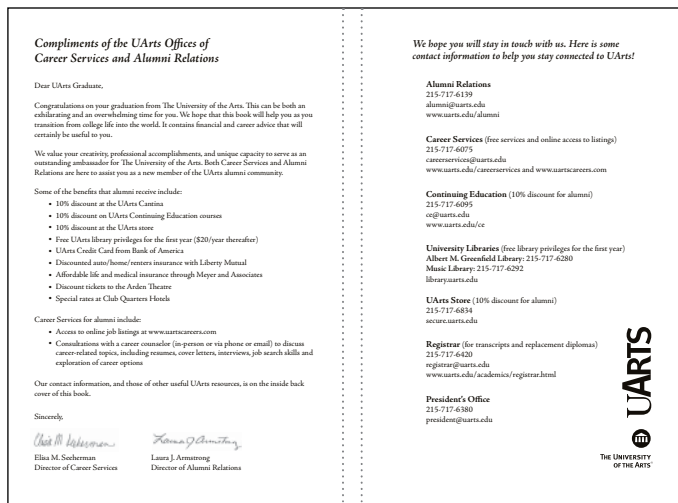
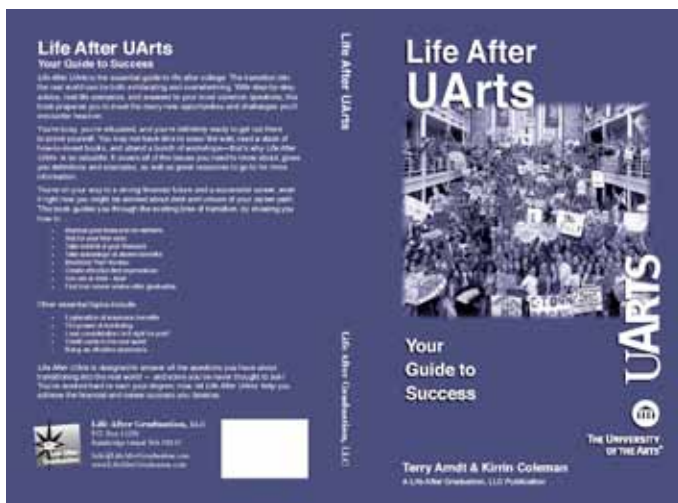
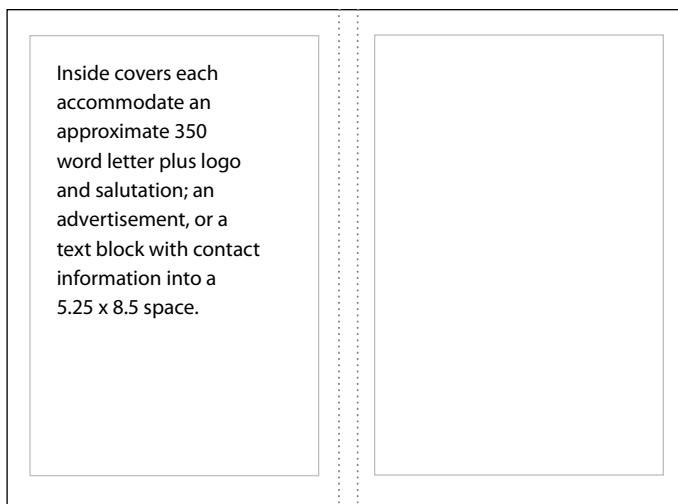
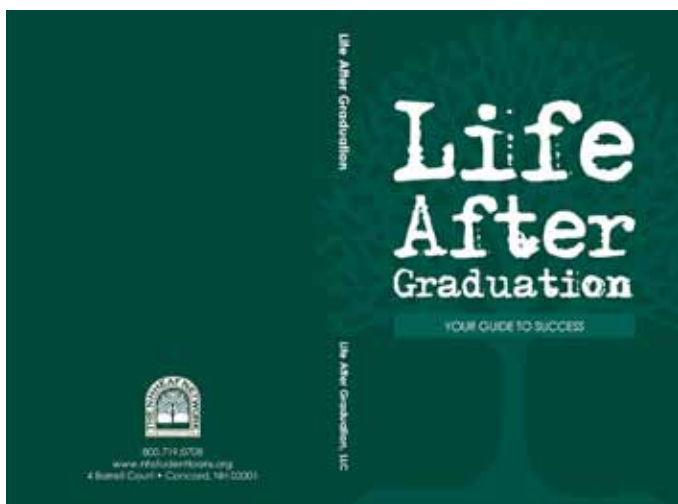
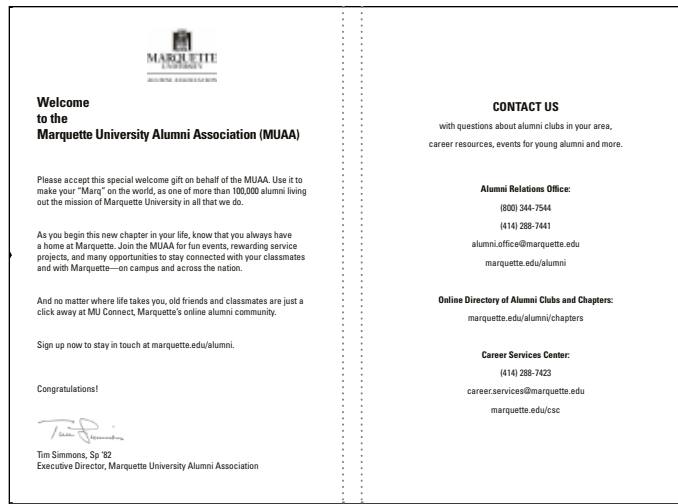
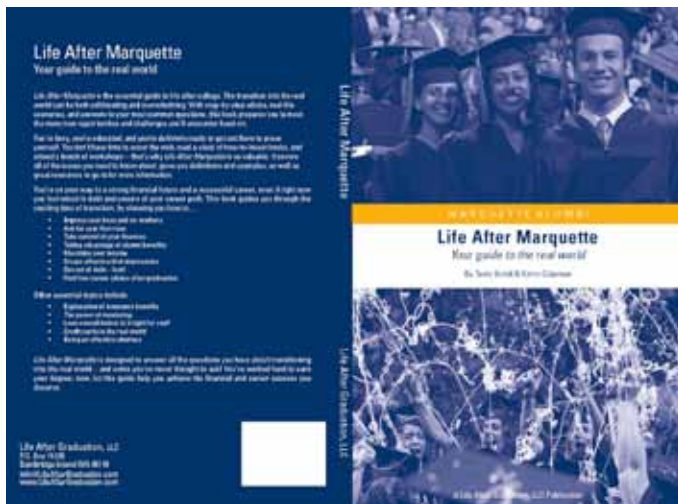
To Place Your Order or to Speak With a Life After Graduation, LLC Representative, Contact:

Telephone (877) 569-9816 or email: Info@LifeAfterGraduation.com

The following pages show some examples of previously designed and printed covers ordered by our customers. You can view more samples of custom covers at: **www.lifeaftergraduation.com**



EXAMPLES OF FULL COLOR BOOK FRONT/BACK COVERS FROM LIFE AFTER GRADUATION, LLC



EXAMPLES USING TEXT AND GRAPHICS ON INSIDE COVERS CUSTOM BOOK COVERS from LIFE AFTER GRADUATION, LLC