

*Book Requirements for PublishingRoom:*

We will help guide you through our quick and easy publishing process to meet the book requirements for a published book. Here are some general guidelines to explain particular details you could see during your book's production process:

All books must fall within the minimum and maximum page requirements for the selected book size. The minimum and maximum are as follows:

- 5 inch by 8 inch book: minimum is 48, maximum is 740
- 6 inch by 9 inch book: minimum is 48, maximum is 740
- 8.25 inch by 11 inch book: minimum is 48, maximum is 828

The total page count of all books must be divisible by four. We will add blank pages to the end of the book if necessary to meet this requirement.

The last page of all books must be a blank, left facing page. We will add blank pages to the end of the book if necessary to meet this requirement.

All books must be formatted within the margins required for the book size of your choice. We do this for you during the publishing process. After uploading your manuscript, our wizard will convert your manuscript into our template to fit the required printing margins during the production process. For your own ease of formatting, you can download a template with the margins already set, or you can adjust the page set up on a standard 8.5"x11" page. If you wish to personally adjust the margins, here are the requirements in Microsoft® Word:

5 inch by 8 inch book: Page size: 8.5x11"/ Top margin: 2.25" Bottom: 2.25"/ Left margin: 2.38"/ Right margin: 2.38"/ Header: 2"/ Footer: 2"/ Gutter: 0.13"

6 inch by 9 inch book: Page size: 8.5x11"/ Top margin: 1.75"/ Bottom margin: 1.75"/ Left margin: 1.88"/ Right margin: 1.88"/ Header: 1.5"/ Footer: 1.5"/ Gutter: 0.13"

8.25 inch by 11 inch book: Page size: 8.5x11"/ Top margin: 1"/ Bottom margin: 1"/ Left margin: 1.13"/ Right margin: 1.13"/ Header: 0.75"/ Footer: 0.75"/ Gutter: 0.13"

Note: You may place your work into our downloadable template prior to uploading you manuscript for formatting purposes, *but this is NOT required.*

The images in the interior or on the cover of all books must be high resolution. We suggest 300 dpi (dots per inch) or higher at the size they appear in the book for the best results. Any images lower than 72 dpi will not be accepted in your manuscript. Images must be embedded in your manuscript, not linked.

The interior of all books will be printed in black and white. Covers are printed in CMYK color mode (full-color). No text or images can be printed inside the cover.

All books must have fonts embedded, which our publishing wizard does for you when the interior book file is created. However, if we do not have access to a particular font, we will use a different font to replace it.

All books must have a copyright page with PublishingRoom publisher information listed. If you purchase Retail Channel Distribution through Ingram, then an ISBN will also be included on the copyright page and the back cover. The copyright year (i.e. "© 2008 John Smith") must be within one year of the current year.

The spine of the cover must match the width for the number of pages in your book exactly. We will calculate the spine width for you, or you can use our spine calculator to determine the exact measurement if you are designing your own cover. Only books that are 80 pages or more can include text on the spine of the book.