Typographic specifications for standard 6 1/8" x 9 ¼" books

For more detailed information on preparation of manuscripts for publication, please refer to the Author Tools section of the Springer New York Web site:

<**http://www.springer-ny.com/authors/index.html**>

Page size and layout

Trim size: 6 1/8 × 9 1/4 inches (15.5 cm × 23.5 cm)
Type area ("text frame"): 27 × 41 picas (4 1/2 × 6 7/8 inches, 11.5 cm × 17.4 cm)
Type area, including running heads: 27 × 45 picas (4 1/2 × 7 1/2 inches, 11.5 cm × 19 cm)
Top margin: 3 picas (1/2 inch, 13 mm)

Text type

Use a standard serif font (*e.g.* Times Roman, Computer Modern, Century Schoolbook).
Use 10-point type with 12-point line spacing. Indent paragraphs one pica (except after headings).
Avoid sans-serif fonts (*e.g.* Helvetica, Universe, Arial); use these, if at all, only for tables, captions, or headings.

Running heads

Set the folio (page number) alternately flush left and right at the outside (thumb) margin.
Use 9-point type.
Add a brief descriptive text for the current section either at the inside (gutter) margin, or centered, or (preferred) 2 picas from the folio.
For this descriptive text use:
    In monographs, a brief chapter title on verso (even-numbered, left-hand) pages; the section title on recto (odd-numbered, right-hand) pages.
    In books with chapters contributed by different authors (*e.g.* proceedings, compendia), the chapter author on verso pages, the chapter title on recto pages.

Chapter headings

Sink heads 2 picas from top of page.
Use 20-point type with 22-point line spacing, upper and lower case; set type flush left, ragged right, no hyphenation. The chapter number (if any) should be set in 24 point type, flush left on the first line of the heading.
For books with contributions by several authors, list the chapter authors in 12-point type with 12-point line spacing, upper & lower case, flush left, ragged right, no hyphenation; the chapter authors' affiliations should not be listed here but in a contributor list at the beginning of the book.
The first paragraph of text opens flush left 11 picas below the top of the text frame (34 picas above the bottom of the text frame).

Main section headings

Use 14-point type with 16-point line spacing; 36 points space above the head, 24 points below.
The first paragraph of subsequent text opens flush left.

Subsection headings

Use 12-point type with 14-point line spacing; 30 points space above the head, 18 points below.

The first paragraph of subsequent text opens flush left.

Figure captions

Use 9-point type with 11-point line spacing; allow 10 points between bottom of figure and top of caption,
    24 points between caption and text
Set captions the full text width, flush left and right; center captions that are shorter than one line.

Electronic formats

Electronic versions of these specifications as well as an authors' guide for preparation of manuscripts are available in the Author Tools section of the Springer New York Web site: <**http://www.springer-ny.com/authors/index.html**>. It includes links to all our LaTeX macro packages and style sheets for standard books in 6 1/8 x 9 ¼ and 7 x 9 ¼ formats.

For books that involve much mathematics we recommend the use of some version of TEX. Style files for several versions of TEX and LATEX are available on the web site; instructions for using them are included in the directories. In the absence of other considerations, we prefer LATEX 2.09.

In general, no matter what word-processing and page-layout programs you use, please follow the following guidelines:

- Use generic rather than specific commands to set changes in type size or spacing. For example, use formats or styles to define or change headings and figure captions globally rather than by setting larger or smaller type at each heading or caption. This will make it possible to subsequently redefine typographic specifications if need be (e.g. for consistency in a book with chapters by several; different contributors).
- Keep the typographic style and all formats or style files as simple as possible. A well-designed book uses the same (serif) face for all text, uses very few type faces altogether, and uses sans-serif type only for captions, tables, or headlines — if at all.
- Do not adjust the layout or appearance of equations or mathematical expressions.
- Do not adjust the layout of individual pages.
- Use automated numbering features wherever possible, both to generate the numbers of sections, equations, figures, and so forth, and also to code the references to these in subsequent parts of the manuscript. This will avoid serious difficulties if any sections have to be added, deleted, or moved from one point to another in response to a reviewer's comments.
- The definitions (*i.e.* code) for all specially defined symbols, macros, styles, and so forth should be placed into a separate file to which the individual chapters refer rather than being placed into the chapter text files themselves.
- Use two hard returns (or line returns; in most word processors this is the [Enter] key) to separate paragraphs rather than one return and an indent. Use hard returns only at the end of a paragraph or before displayed material, such as equations.
- Use tabs only in tables; do not use tabs to adjust the spacing between parts of text. In tables use only one tab between columns and adjust the column widths to provide the proper spacing.

For illustrations, we prefer receiving Postscript files; in the absence of other considerations we recommend Adobe Illustrator for preparing figures. For line drawings, Corel Draw, Freehand, and canvas also produce acceptable results. For halftones, TIFF, or Adobe Photoshop formats are acceptable (with 300 pixels per inch and 256 levels of gray).