

## **Tips for submitting Illustrations using Manuscript Central (MC)**

The MC system requires that the combined size of all uploaded files should not exceed **20MB**. Accordingly, there are the following three different methods for submitting illustrations using **MC**. Please note that Method 1 is the quickest, and Method 3 is the slowest.

1. Submission of graphics files that are small enough to fit within the size limitation but still have required resolution (1,200 dpi for monochrome line art, and 300 dpi for grayscale images and color halftones): the uploaded files will be used for reviewing as well as for printing. Please be sure to check the quality of PDF and HTML files, which will be seen by reviewers.
2. Submission of graphics files that are larger than the size limitation: prepare smaller-sized files with reduced resolution for uploading. Please be sure to check the quality of PDF and HTML files, which will be seen by reviewers. Clearly indicate in your cover letter that you are sending high-resolution graphics files later. Send the final version of your high-resolution graphics files to the Editorial Office on a CD-ROM via conventional postal services, when you receive the decision letter that your article will be accepted for publication.
3. Submission of original drawings via conventional postal services: submit two sets of your original drawings to the Editorial Office according to the Instructions for Authors (H. PREPARATION OF FIGURES). High-resolution electron micrographs or color figures may fall within this category. Make sure that you complete the "Files to be sent in off-line" section during your submission via **MC**. Also, clearly indicate in your cover letter that you are sending original illustrations via conventional postal services. The illustrations will be sent to the printer to be scanned and processed for digital files. Once the digital files are sent back to the Editorial Office, the Editorial Assistant will submit the files to **MC** for you. When you receive an e-mail from the Editorial Office, please check the quality of the PDF and HTML files for reviewing and complete the submission process.

Please ask the Editorial Office ([zs-office@umin.ac.jp](mailto:zs-office@umin.ac.jp)) for help if you have further questions.