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Thesis Production

Print and publish

Service from the University Library

Speaker: Finn Ljunggren



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Contents

How we can help you

Submitting files

What to upload in Myfiles

Please remember

Thesis production time plan

Images/Figures

Pixel based graphics

A comparison of CMYK and RGB colour models

Print quality & copyright

Order form

DiVA - register thesis and papers

DiVA - posting



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How we can help you

- Support before, during and after production.
- Provide you with a time plan.
- Thesis templates for Word and LaTeX.

[Contact us:](mailto:avhandling@ub.uu.se) avhandling@ub.uu.se

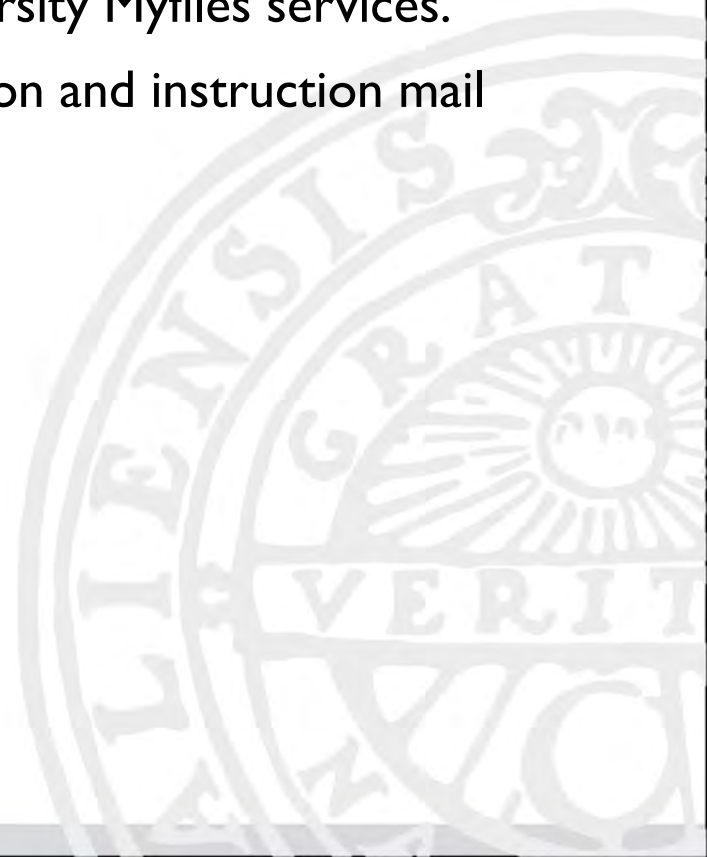




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Submitting files

- Send your files with Uppsala University Myfiles services.
- Thesis production sends an invitation and instruction mail one week before your submission.





What to upload in Myfiles

- Orderform and Confirmation paper.
- Thesis/Summary/Kappa (Word or LaTeX as PDF.)
- Papers, Supplementary papers. (Word or PDF.)
- Information about which figures/pages to print in color.
- Cover figure, if you have one.
- Other information regarding your thesis.

Please remember:

- File names should indicate order
*Example: Kappa.doc, Summary.docx, PaperI.pdf,
Paper1-supplementary1.pdf, PaperII.doc, Article3.pdf...*
- We need to know which pages to print in colour
Example: Kappa – figure 2,5,8; Paper1 – figure 3,4...
- Register in DiVA.
- [Make your texts accessible to people with disabilities](#)



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Thesis production time plan

Workday

Thesis production

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
Workday 1: Deadline for submission Thesis production has recieved all documents for the thesis, before 08.00 am						Workday 6: Submission of Corrections		Workday 8: Deadline for approval PDF proof approved for printing, before 08.00. Complete thesis sent to the printers					Workday 17: Delivery Printed thesis is delivered to the specified delivery address					Posting	Posting last day

First proof

- Cover suggestion.
- PDF preparerad for print.
- Reviewed Word file.
- List of papers png.
- Offer.



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Images/Figures



<300 dpi

Dpi = Dots per inch



>300 dpi

Pixel based graphics



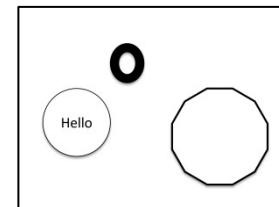
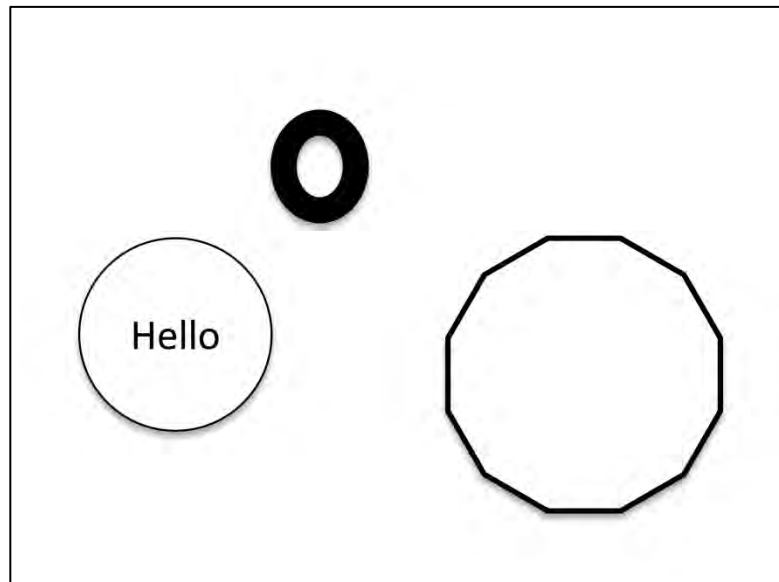
Decrease size = Better resolution

Increase size = Poorer resolution

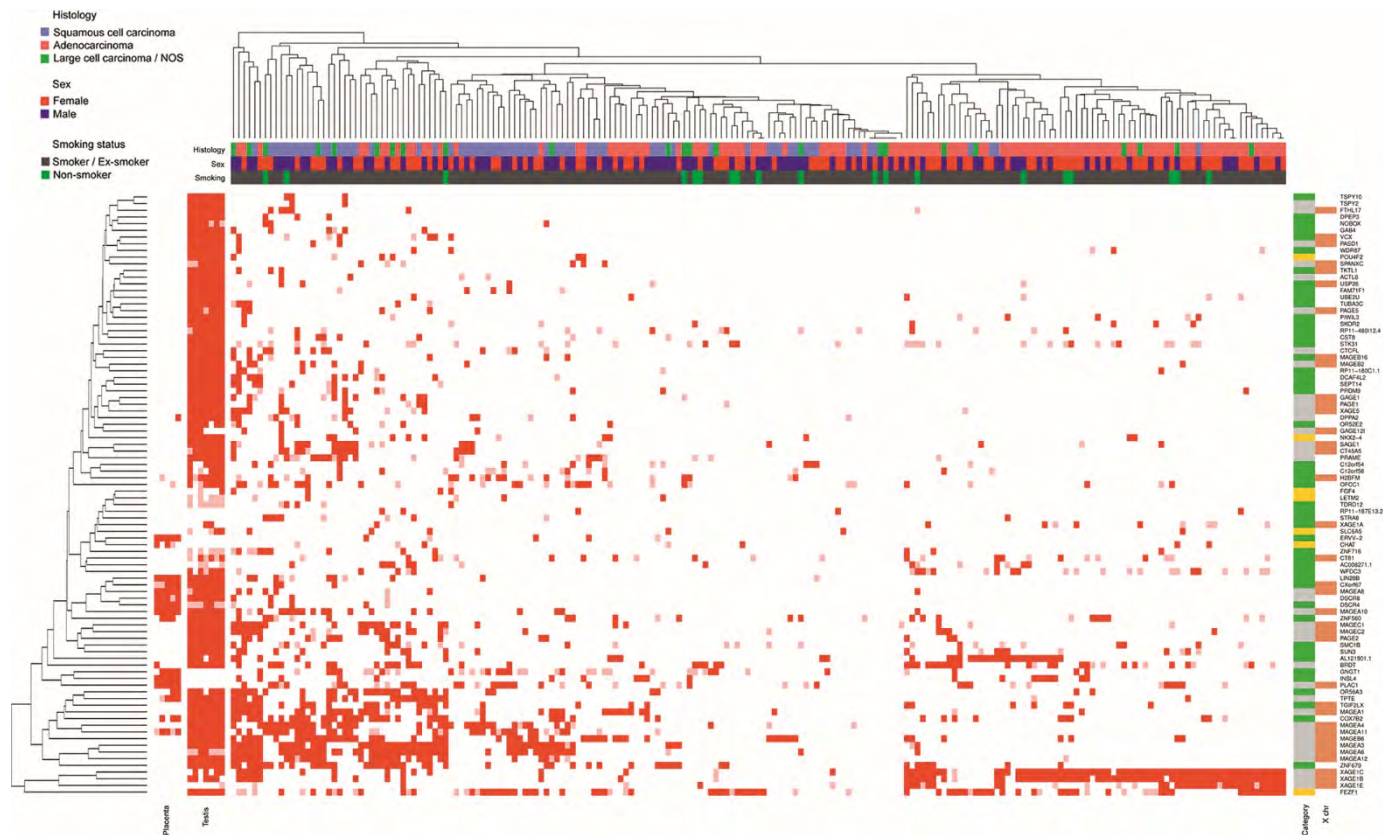


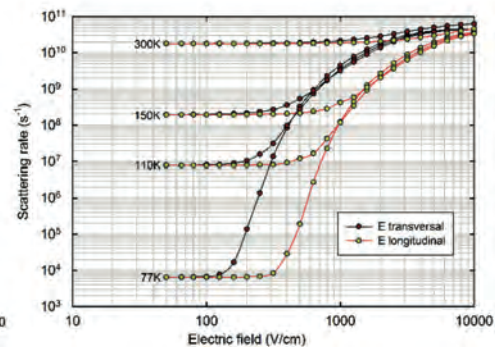
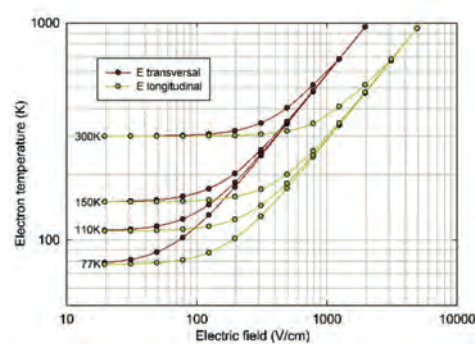
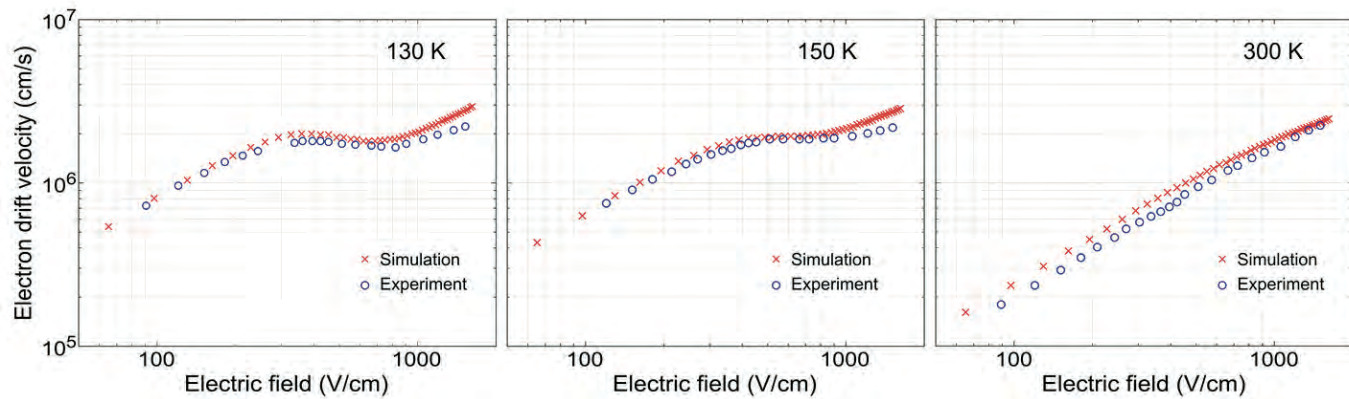
Images/figures

- Save all figures with background
- Not too small
 - Lines, dots and small objects
 - Text below 4 pt

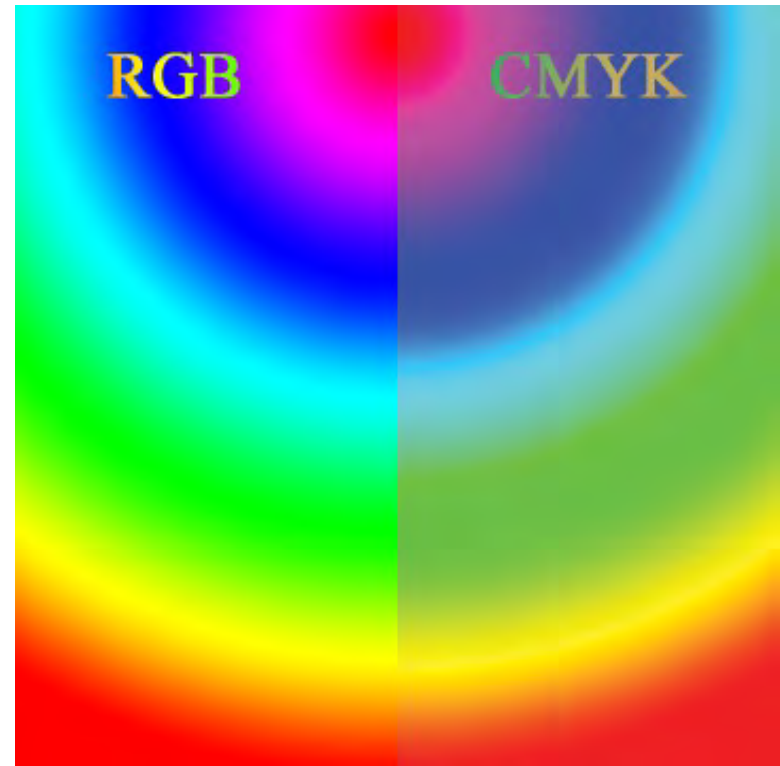
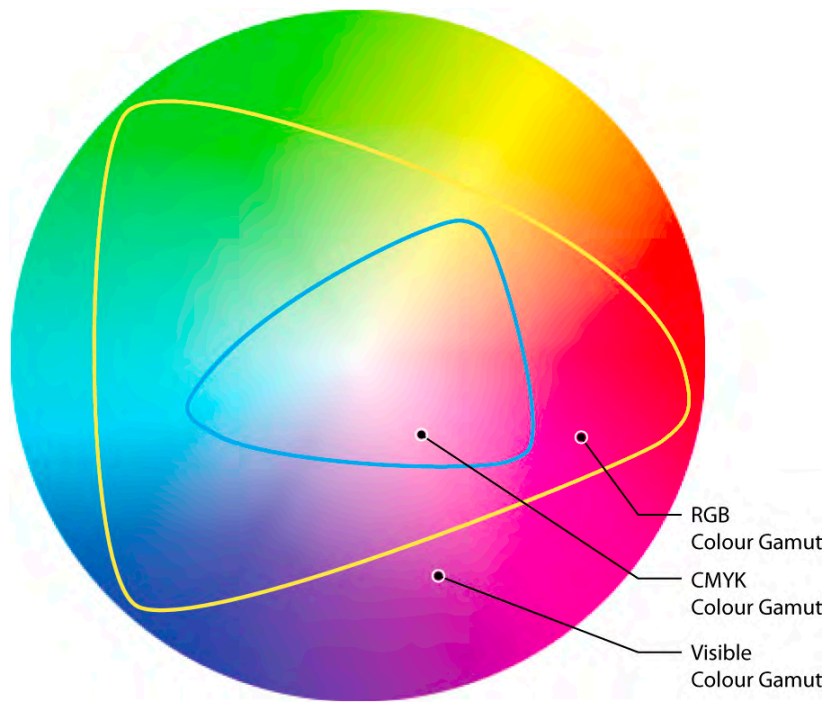


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A comparison of CMYK and RGB colour models



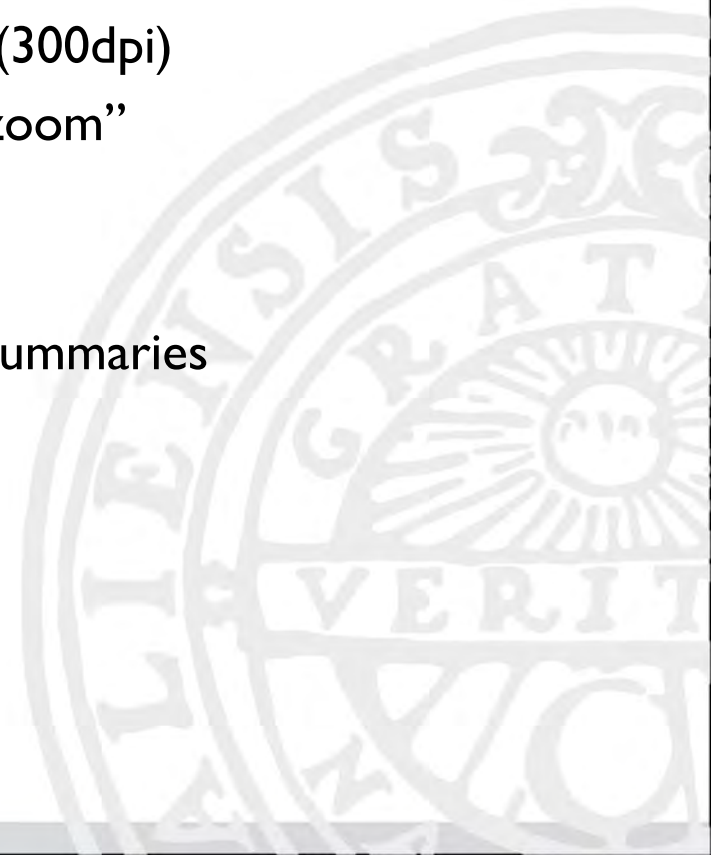
Digital, Web



Print

Print quality & copyright

- Images and illustrations
 - JPEG
 - Originals in print resolution (300dpi)
 - “Should look good at 300% zoom”
 - Review printouts
- Ask for permission!
 - Articles for comprehensive summaries
 - Images and Figures



ORDER FORM

See guide: libguides-en.uu.se/thesis/orderformguide

Name: Telephone (mob):

☐ Mac Word ☐ PC Word From which year 20..... ☐ LaTeX


Number of copies: Number of opponent copies: Number of papers:

Number of colour pages: ☐ See list of which figures to keep in colour for both the kappa and papers.

COVER DESIGN:

REQUIRED (choose between):


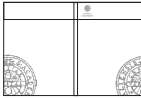
☐ Label ☐ Border

 or 

☐ Red ☐ Grey ☐ White ☐ Black

OPTIONAL:

☐ Figure ☐ Seal

 and/or 

☐ Back ☐ Front ☐ Back ☐ Front

Choose version for UU logotype **required**:

  ☐ Red/black (Label/Border)   ☐ Black (Label/Border)  ☐ White (Label/Border)  ☐ White (Label only)

Or same design as doctoral student: Year:

BACKGROUND COLOUR:

☐ Black ☐ Colour ☐ Tinted (gradient) effect 

☐ White Add value: Let us know clearly which direction the gradient should go.

COVER TEXT OPTIONS:

Title, subtitle, name: ☐ font Berling ☐ font Gill Sans

Subtitle: ☐ Subtitle in regular style ☐ Subtitle in italic style

Name: ☐ SVEN SVENSSON ☐ Sven Svensson ☐ SVEN SVENSSON

PAPER OPTIONS:

Cover: ☐ Matte Smooth ☐ Glossy Structured ☐ Matte Structured

Inlay: ☐ Yellow toned paper ☐ White paper

NOTES:

.....

.....

.....

Försäkran/Confirmation

Författare/Author:

Titel/Title:
(avhandling/thesis)

Serie/Series (Endast för doktorsavhandlingar/Only for doctoral thesis)

Digital Comprehensive Summaries of Uppsala Dissertations from:

☐ the Faculty of Medicine* Diarienummer:

☐ the Faculty of Pharmacy* Diarienummer:

☐ the Faculty of Science and Technology

☐ the Faculty of Social Sciences

☐ the Faculty of Educational Sciences

*Beslut från områdesnämnden för vetenskapsområdet medicin och farmaci måste bifogas/
Decision from the disciplinary domain of medicine and pharmacy must be attached.

☐ Annan serie än ovan nämnda/Other series than the above

Försäkran/Confirmation (Obligatoriskt/Mandatory)

Jag försäkrar härmed att jag/författaren har institutionens tillstånd att publicera/trycka
ovan angivna publikation.

I hereby confirm that I/the author have the permission of the Department to
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Datum/Date:

Signatur/Signature:

Namnförtydligande/
Name in block letters:



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ORDER FORM

See guide: libguides-en.ub.uu.se/thesis/orderformguide

Name: Telephone (mob):

☐ Mac Word ☐ PC Word From which year 20..... ☐ LaTeX

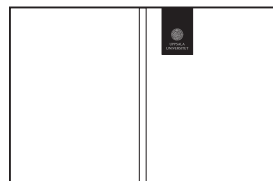
Number of copies: Number of opponent copies: Number of papers:

Number of colour pages: ☐ See list of which figures to keep in colour for both the kappa and papers.

COVER DESIGN:

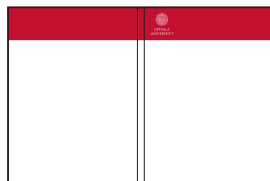
REQUIRED (choose between):

☐ Label



or

☐ Border

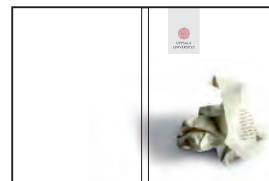


☐ Red ☐ Grey
☐ White ☐ Black

☐ Red ☐ Grey
☐ White

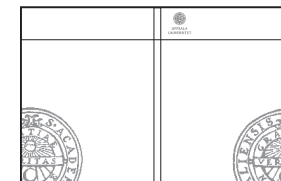
OPTIONAL:

☐ Figure



☐ Back ☐ Front

☐ Seal



☐ Back ☐ Front

Choose version for UU logotype **required**:



☐ Red/black
(Label/Border)



☐ Black
(Label/Border)



☐ White
(Label/Border)



☐ White
(Label only)

Or same design as doctoral student: Year:

BACKGROUND COLOUR:

☐ Black

☐ Colour

☐ Tinted (gradient) effect ↑ ↗ → ↘ ↓ ↙ ← ↖

☐ White

Add value:.....

Let us know clearly which direction the gradient should go.

<https://libguides-en.ub.uu.se/thesis/coverexamples>

COVER TEXT OPTIONS:

Title, subtitle, name: ☐ font Berling ☐ font Gill Sans
Subtitle: ☐ Subtitle in regular style ☐ *Subtitle in italic style*
Name: ☐ SVEN SVENSSON ☐ Sven Svensson ☐ SVEN SVENSSON

PAPER OPTIONS:

Cover: ☐ Matte Smooth ☐ Glossy Structured ☐ Matte Structured
Inlay: ☐ Yellow toned paper ☐ White paper

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☐ the Faculty of Social Sciences

☐ the Faculty of Educational Sciences

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Decision from the disciplinary domain of medicine and pharmacy must be attached.

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ovan angivna publikation.

I hereby confirm that I/the author have the permission of the Department to
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Datum/Date:

Signatur/Signature:

Namnförtydligande/

Name in block letters:



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Electronic publishing

- Electronic publishing in DiVA
 - Register in DiVA
 - Thesis
 - Papers (for comprehensive summery)
 - Publishing of full-text theses (Mandatory for comprehensive summery)

<https://www.ub.uu.se/publish/diva-en/>



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Posting

- Registered it in [DiVA](#).
- Bring 7 printed copies of your thesis to Carolina Rediviva's Caretakers Office, three weeks before your public defence date. (*Monograph dissertations published in one of the series titles in Acta Universitatis Upsaliensis need to be posted with 10 printed copies.*)
- After posting your thesis is made public.



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ub.uu.se/publicera/avhandling/

avhandling@ub.uu.se

