Figure Guidelines

General requirements

Your figures should appear sharp and crisp when viewed at 100% in Photoshop.

- All labels should be in Arial, Helvetica or similar sans serif font
- Font size should be at least 10 pt (Arial equivalent)
- Make sure that any labelling is legible against the background, and that lines are of a suitable thickness (minimum 0.3 pt for black lines on a light background; 0.4 pt for white lines on a black background)
- Do not use italics for emphasis in figure labels; italics should only be used for taxon names
- Avoid:
 - **Drop shadows**
 - Outlined text
 - Unnecessary colour
 - Use of red and green together on graphs.

Size

- 166 mm full page width (= 3924 pixels at 600 dpi)
- 80 mm single column (= 1890 pixels at 600 dpi)
- 110 mm two-thirds page width (= 2598 pixels at 600 dpi)
- Use the ruler in your drawing package to check the actual size (can be viewed in mm or pixels)

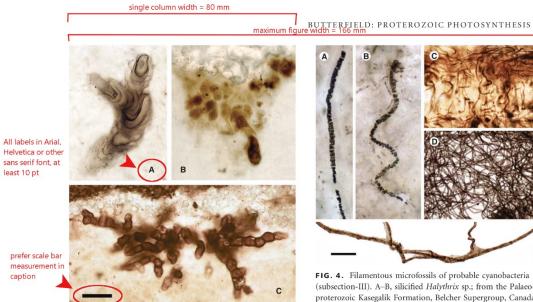
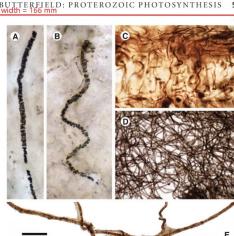


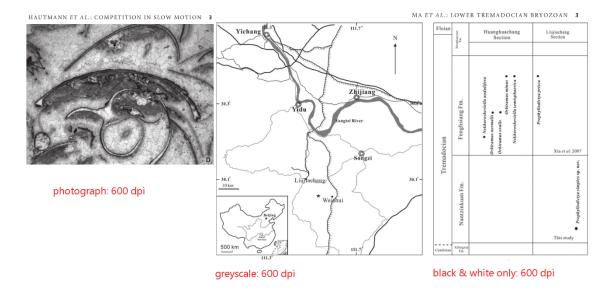
FIG. 3. Putative subsection-II fossil cvanobacteria. A. Polybessurus bipartitus, a stalked unicellular fossil broadly comparable to a modern baeocyte-forming marine cyanobacterium, but also freshwater non-baeocyte-forming Cyanostolon; from the late Mesoproterozoic Hunting Formation, arctic Canada (Butterfield 2001). B. Fohvella campbellii (type specimen), an endolithic



(subsection-III). A-B, silicified Halythrix sp.; from the Palaeoproterozoic Kasegalik Formation, Belcher Supergroup, Canada (Hofmann 1976; GSC 42769). C, silicified Siphonophycus sp. exhibiting the alternating vertical/horizontal orientation typical of mat-building photosynthetic cyanobacteria; from the earlymiddle Neoproterozoic Limestone-Dolomite Series, upper Eleonore Bay Group, East Greenland; photograph courtesy of A. H. Knoll. D, Siphonophycus sp. showing entangled mat-like habit in two dimensions (acid-isolated from shale); from the early Neo-

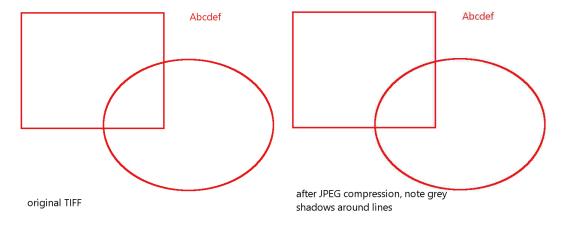
Resolution

- Photograph elements (with no labels added): 300 pixels per inch (ppi or dpi)
- Photographs and greyscale figures: 600 dpi
- Figures with greyscale/colour and black-and-white elements only: 600 dpi
- Figures with only black and white elements: 600 dpi



File type

- TIFF (tagged image file format) is strongly preferred; also high-resolution pdf, eps and Illustrator files.
- Do not save figures in JPEG format at any stage as data is lost and cannot be recovered. If
 you have already saved any part of a figure as a low quality JPEG, you will need to go back to
 an earlier version. The only exception to this is the very high quality JPEG images created by
 digital cameras.



• Do not scale up low resolution files to meet size or dpi requirements. Use an earlier, higher resolution version.

File size

- Compress all layers in TIFF files by flattening them
- Ensure that greyscale images are saved in Grayscale mode
- Use LZW compression when you save figures in TIFF format

- Make sure that the bit depth of your figures is at 8 bits/channel (8-bit mode); 16 or 24-bit figures will be unnecessarily large
- Reduce file size by cropping out unnecessary white space around the borders of your figures, or removing any titles or file names (all descriptive information should be included in the caption).

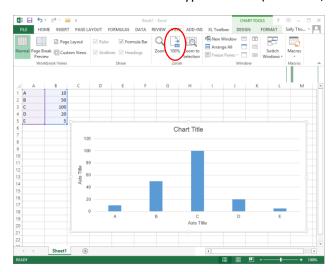
Colour

- Figures may be reproduced in colour in the online edition at no charge to the author
- Avoid the use of unnecessary colour, it can cause a distraction
- If a figure is to be reproduced online in colour and greyscale in the print edition, the same file will be used for both; please ensure that they colours are distinct when viewed in greyscale
- If a figure is to be printed in colour, please use CMYK mode
- If a figure is to be colour online only, please use RGB mode.

Excel

Save any graph created in Excel as a high quality pdf:

- View graph at 100%
- Make sure it is sized appropriately (80 mm for single column; 166 mm for double; 110 mm for 2/3 page width)
- Check that the font type and size (sans serif; 10 point minimum)



Save the file as a high quality pdf:

