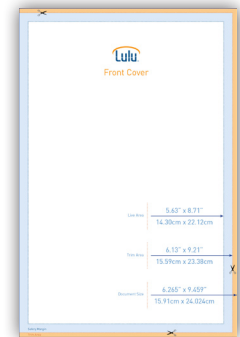## UNDERSTANDING THE COVER IMAGE TEMPLATES

The Orange area (Bleed) will be trimmed from the cover. You will want full-bleed graphics to extend through this area. Any important images or text should not be in this area.

The Blue area (Margin) is outside the safe zone. Make sure any text does not extend into this area. It could be trimmed from the cover. The center area is the safe zone. Put whatever you want here and feel confident it will be there when our book prints.

USING THE COVER IMAGE TEMPLATES

1. Open the PNG Cover image template using the image-editing program of your choice.

2. Add a new layer to the image. Make sure NOT to move the template layer. Lock the template layer if possible.

3. Create your cover using the new layer.

4. Make sure to keep important text and images out of the blue and orange areas as well as the barcode area of the back cover.

5. Turn off the visibility of the PNG Cover image template layer.

6. Save your file as a PNG, JPG, or GIF. (PNG suggested)

7. Upload the cover images into the Cover Designer on Lulu.com.

USING THE BOOK MANUSCRIPT TEMPLATE

The included Word document has been formatted with a basic page layout for your ease. The margin, header, footer, gutter, and page numbering have all been set up for you. All you have to do is select a font and start typing! This Template is not full bleed.

UNDERSTANDING THE COVER IMAGE TEMPLATES

If you are making a One-piece cover PDF, you can find the dimensions you will need in the One-Piece Cover section of the Cover Designer. For more information, see the "What dimensions should my one piece (wraparound) cover have?". http://www.lulu.com/help/book_covers_faq#onepiece_dimensions

Formatting your book is as important as what youve written. Make sure your book looks good by reading through our "Formatting FAQ". http://www.lulu.com/help/book_formatting_faq

If you are converting your Word File into a PDF, make sure to look over "PDF Basics" in our Help Section. http://www.lulu.com/help/how_do_I_make_pdf