

---

# Submission Guide

---

Easy guidelines for submitting Notes and Model Sheets

**Animation Meat Easy Submissions Guide**

## Animation Meat Easy Submissions Guide

### Submitting Notes

Animation Meat will accept submissions of notes or model sheets in pretty much any format as long as they have been scanned at print quality which is 300dpi. (around 3000 x 2319 or higher).

We will accept pretty much anything as long as it can be repurposed for good reprinting. So don't be afraid to send us stuff if it is all full of xerox noise etc. As long as it is 300dpi we probably can use it.

That being said it is a lot of work to clean up bad xeroxes, re-type handwritten text and ocr scanned text. So if you want to see your submissions up sooner and make our lives easier you can help us out by doing a few things.

OCR (optical character recognition) or retype scanned text. This would be a big help even if you just include a basic text file of the document's contents. Our goal in creating new electronic text versions of all the notes is so that they can be searched and manipulated by computer in the future, rather than being dead xeroxes or scans.

All graphics in the notes should be scanned at print quality 300dpi since the notes are meant to be printed out as hard copy. Graphics done at 72dpi won't print very well so make sure you scan at a high enough res. If you are leaving the OCR to us scan the whole document at 300dpi.

Also if you have time graphics should be cleaned of as much xerox junk as possible and be crunched down to at least 1,2 or 4bits grayscale. If the images are in color use a jpeg compression.

if you want to see exactly how we like to format our notes (although we don't always follow our own guidelines) I have included a few pages following this on our exact process. Don't feel like you have to make your notes exactly like this. We would rather get more notes than very few perfectly formatted submissions. If you can help us by doing a chunk of the work we would be grateful though. The biggest timesavers would be if you could get the text in an electronic editable form and graphics scanned at 300dpi.

#### Key points to remember:

##### **300DPI Images & scans (this is key)**

**Electronic Text not just scanned text if you have the time**

**Clean-up the images**

**Crunch Images to 1,2, or 4bits Grayscale or B&W**

**8.5 x 11 inch portrait format**

**Final document should be: PDF for notes \*  
TIFFS for Models**

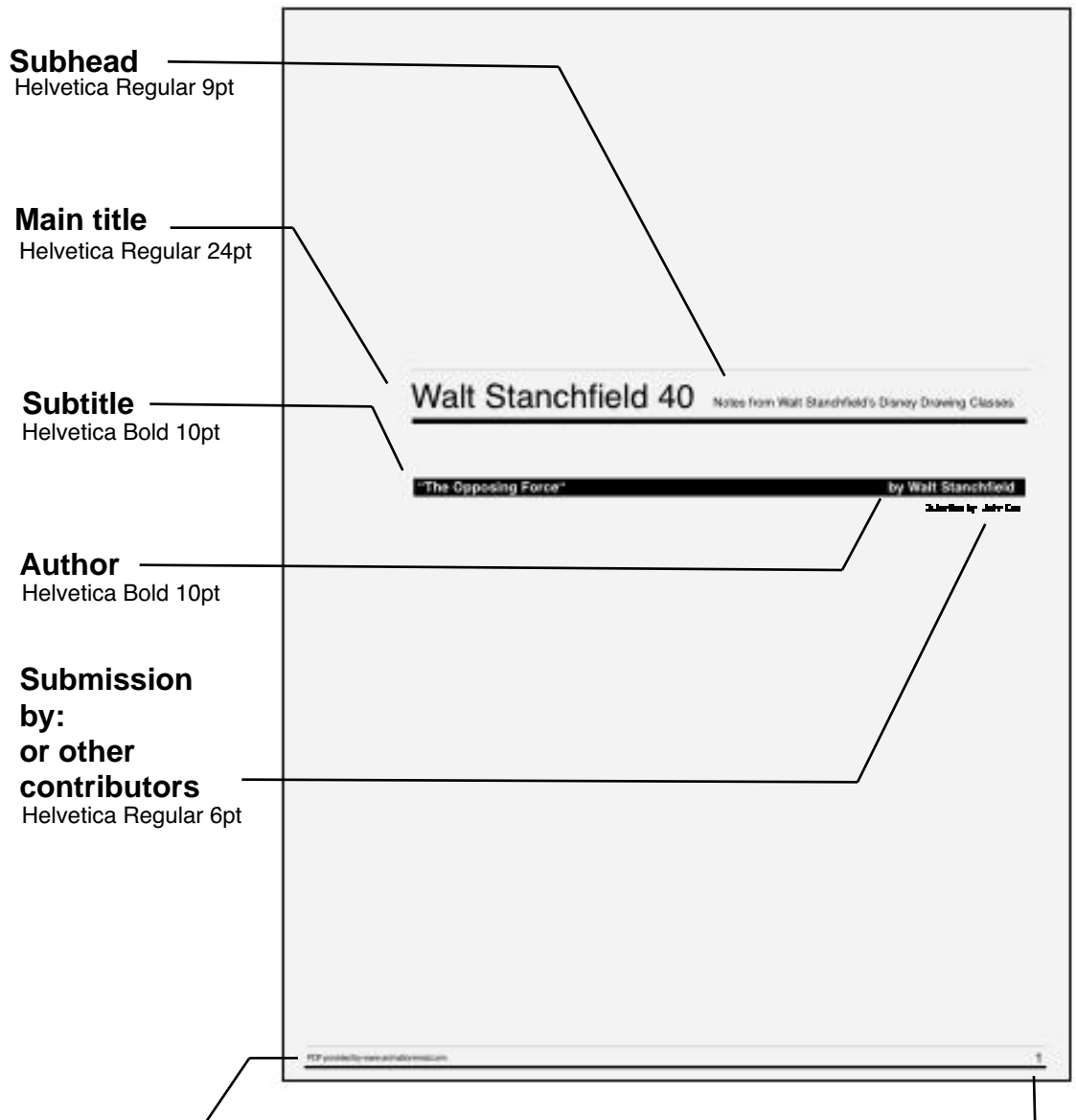
*\*If you are just sending scans of the notes use TIFFs. Also send the editable document used to create the PDF in case we need to make changes*

**When you are ready to submit your notes contact us using the email links on the site. We will assist you in sending us the documents if they are too large to email.**

**TITLE PAGE**

If you decide to go whole hog and help us out by putting together some notes here are some details on how we put together our own notes.

For example this is how we like to format our title page. You can deviate from this, but try not to go too far astray. As long as your submission looks good we will be happy. Have fun maybe dress it up with a graphic etc.



**PDF provided by**  
**www.animationmeat.com**  
Helvetica Regular 6pt

**Page #**  
Helvetica Regular 12pt

### Body Pages

Here are the base guidelines for the body pages. You will have to use your own judgement in resizing graphics and how you format your text. Use the current Animation Meat notes as a guide. Mainly keep the graphics and text under the black bar and don't extend to the left where we have made room for 3 hole punches.

**Subtitle**  
Helvetica Bold 10pt

**Subhead**  
Helvetica Bold 10pt  
Caps

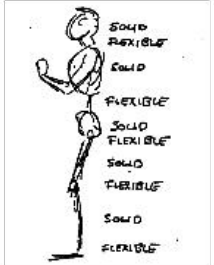
**Body Text**  
Helvetica Bold 10pt

Body text and graphics stay within space defined by upper black bar. Leave 1.75 in margin on left for hole punch. Text is left justified.

**"The Opposing Force"**

**THE OPPOSING FORCE**

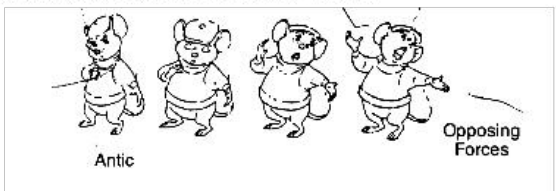
Many of you who were adventurous enough to experiment with the cylinders last session were very successful. I noticed a very marked improvement in several artist's work. Tonight, I'd like to suggest you concentrate, at least for a portion of the meeting, on combining the cylinders with the solid-flexible concept.



The solid-flex thing is the basis for all the angles that portray the various actions, moods, and expressions that we are called upon to draw. Each section has a limited yet unique movement to perform. Those movements are the means through which we express all of our body communications. Try to relate some incident in you life, or mimic someone else's with your neck in a brace and your hands tied behind your back. You would make up for it by bending at the waist and the knees. You would make the whole upper part of you body do what your head normally does, and the bending of your knees take the place of hand gestures.

In addition to these readable, communicable movements of the solid-flex portions of the body, we use an accent motion called "Opposing Force". That motion is preceded by what we call anticipation. Every move we make has those two elements in them, sometimes almost imperceptibly subtle, sometimes wildly exaggerated.

Here is an example of an opposing force. Bernard starting out in a part squash pose, then opening his arms outward and his head upward all in opposing directions. (Note the tangent of the tail and hand in the first and second drawing - not good)



PDF provided by [www.animationmeat.com](http://www.animationmeat.com) Wait Stanchfield 30: "The Opposing Force" : By Wait Stanchfield 2

1.75 in margin

PDF provided by  
[www.animationmeat.com](http://www.animationmeat.com)  
Helvetica Regular 6pt

**Main title footer**  
Helvetica Regular 10pt

**Page #**  
Helvetica Regular 12pt

## Model Sheets

The guidelines for Model sheets are fairly simple; We like **TIFF** format images, no smaller than 3000 x 2319 pixels at 300dpi (**no 72 dpi web sized images**). As a test you should be able to print the model sheet and have it look sharp. We might be able to uprez stuff done at 150dpi but we prefer 300dpi.

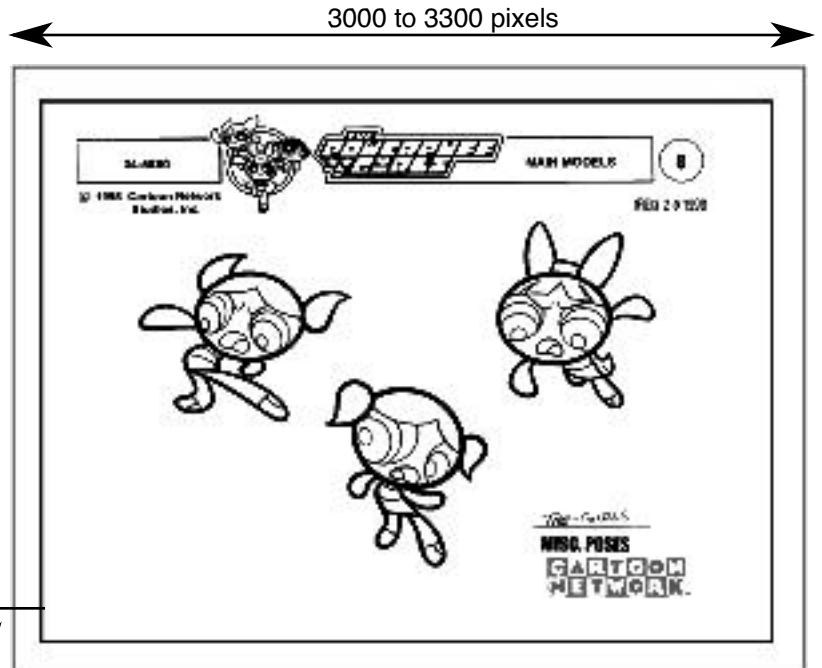
We usually put a 3-4pt border about .5 inches in to frame the sheet better. If there isn't any identifying text we usually add something in a compatible font. That's it have fun!!

### Good!

300dpi  
Clean image  
TIFF format  
1,2,4 bit B&W or  
Grayscale  
Border

2319 to  
2550 pixels

Border 3pt



### Bad!

Try not send us model sheets like this. Clean it up a bit and we will be happy.

PS: If you don't have time to clean it, we will still take it as long as it is 300dpi. Just don't expect to see it up very soon :-)

