

Editor's Note

I want to raise two issues with potential contributors to the *Journal*. Both came up in recent conversations with our compositor and with our printer, Carolina Academic Press and Byrd Press, respectively. As always, I welcome comments and advice, particularly from any of you with experience in these areas.

A Note to Users of Word Processors

In planning the first issue of this volume, I noticed that two of the articles had been prepared on word processors. In conversation with Keith Sipe, at Carolina Academic Press, I learned that his equipment is able to read the floppy disks prepared on most computers. He can also receive telecommunications. If articles are sent to him by either method, we hope to achieve two striking advantages: first, the cost of composition may be cut by 20 to 30 percent; and second, the major opportunity for introducing errors into the printed text can be eliminated. Authors using disks should submit not only a "hard copy" of their articles in final form but also send us (in a cardboard mailer of some kind) a floppy disk as well.

I hope that authors already using word processors will help us to take advantage of this technology. It appears to offer great benefits to all of us at relatively little effort.

A Note to Authors Who Use Illustrations

The *Journal* has not in the past published articles with black-and-white photographs. There is, however, no reason why we cannot print halftones with good results. We can easily use somewhat more opaque paper for articles with illustrations, and Byrd Press, the publisher of many learned journals, has examples of the excellent quality of their printing of photographs. I hope that this information will encourage members of the Association who are historians of art and architecture, city planners, anthropologists, and others to think of the *Journal* in a way that perhaps they have not in the past.

Directions for Authors Who Submit Photographs

Provide black-and-white glossy prints of good quality, focus, contrast, and surface condition. (Photos of record or Xerox copies are acceptable for first review, and they must accompany the manuscript.) Final acceptance of an illustrated manuscript will be conditional upon receipt of good quality photos for reproduction.

Provide a separate double-spaced typewritten listing of photo captions, including all necessary credits and permission lines.

Indicate cropping in china marker or soft crayon on the photo verso only, or on a separate Xerox copy of it. Do not submit photos cropped by scissors.

Do not write with pencil, ball-point, or fiber-tip pen on photo verso; the impression may damage the emulsion and make the photo useless for reproduction. Do not paste photos to sheets of paper. Identify each photo by typing its caption on a stick-on label, then affix the label to the photo verso.

Photos will be returned after publication.