



BORREGO PUBLISHING

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SAMPLE BOOK SCHEDULE

Date: May 3, 2005

To: [Your Name]

From: Kelly Johnson, Borrego Publishing

Title: **[TITLE OF BOOK]**, By [Author's Name], ISBN: 0-7506-7912-3

Specifications	
Est. final book pages:	448 pages
Manuscript page estimate:	453 pages
Trim size:	7.5" x 9.25"
CIP applied for:	05/04/05
Accompanying CD-ROM:	Yes

Schedule	Date
Completed manuscript and all art/files to Borrego Publishing	04/28/05
Manuscript to copyeditor	05/03/05
Preliminary design samples delivered	05/10/05
Design samples approved	05/15/05
Copyedited manuscript back from copyeditor	05/19/05
Manuscript and all art/files to layout artist	05/20/05
Sample file to printer for prepress testing	06/14/05
First pages to author(s)	06/14/05
First pages back from author(s) and proofreader	06/28/05
First pages back to layout artist for revision with corrections coordinated and queries resolved	06/29/04
Revised pages due from layout artist	07/05/05
Revised pages to indexer and proofreader	07/05/05
Revised pages back to layout artist for final revisions and incorporation of index	07/08/05
Final proof PDF emailed to author for final approval	07/11/05
Final pages due to PM/Publishing Co. for review and approval	07/13/05
Send prepress files to PM/Publishing Co.	07/15/05
Accompanying CD-ROM sent to CD replicator	07/20/05

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