



Dissertation/PhD Thesis

# Introduction



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**NEDERLAND**  
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# Files

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- Always submit your files in the correct dimensions (B5 or B5+)
- Always as a PDF file
- Cover page: always with 3 mm bleed, crop marks and the correct spine width
- Inner pages: with enough bleed and crop marks (If required)



# Proof copy

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- Always ask for a proof copy with finishing in advance
- Producing a finished proof copy generally takes 3 business days
- A finished proof copy reduces the the chance of errors (bleed, crop marks, spine width etc.)



# Cover

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- Standard 1-sided full color on 250 grams Sulfate paper
- Standard with 1-sided matte or glossy laminate (optional: soft-touch laminate, see sample book)
- InDesign templates and more information:
  - English  
<https://intranet.tue.nl/en/university/services/communications-expertise-center/corporate-identity/resources-for-corporate-identity/general-and-bouwstenen-phd-cover-templates/>
  - Dutch  
<https://intranet.tue.nl/universiteit/diensten/communicatie-expertise-centrum/huisstijl-middelen/huisstijlmiddelen/algemene-en-bouwstenen-phd-omslag-templates/>



# Inner pages

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Standard 2-sided full colour and black & white inkjet on

- 100 grams G-print (machine coated) = ADVISED
- 90 grams wit HVO (offset)
- 90 grams Biotop (off-white)



# Standard dimensions

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- B5 (170 x 240 mm)
- B5+ (170 x 245 mm)



# Binding

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Standard soft cover perfect bind glued

Optional

- Soft cover sewn/thread-stitching
- Hard cover perfect bind glued
  - 2 free copies when ordering 150+ standard copies
- Hard cover sewn and bound





# Extras

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- Free propositions (1 or 2-sided black & white on same material as inner pages, smaller than the inner pages)
- Free bookmarks/invitations (placed left of the cover in the same document)
- Optional extra invitations



## SIZE

Standard B5 (170 x 240 mm) of B5+ (170 x 245 mm)

## TEMPLATES LINK

<https://intranet.tue.nl/en/university/services/communications-expertise-center/corporate-identity/resources-for-corporate-identity/general-and-bouwstenen-phd-cover-templates/>

## WEBSITE

Intranet DMX: <https://intranet.tue.nl/universiteit/diensten/dienst-interne-zaken/operational-services/facility-services/printservice/promovendi/>

Portal: <https://printservice-tue.dmxprint.nl/>

## EXTRAS

- Free propositions, 1 or 2-sided black-and-white on the same material as inside
- Free bookmarks (invitations) **ON THE LEFT SIDE** of the cover on one page
- Optional extra invitations, not for free