



Publishing Services | Printing Services | Online Services | Distribution Services

Allen Press, Inc., plays a vital role in the dissemination of knowledge and information by partnering with specialty organizations to promote their interests and to achieve their goals. Headquartered in Lawrence, KS, Allen Press provides a comprehensive portfolio of integrated services in the broad areas of publishing, printing, online, and distribution services. Founded more than 75 years ago, Allen Press is a trusted partner of scholarly societies, professional associations, and corporations nationwide.

allen★press

ABOUT ALLEN PRESS

Allen Press is much more than a printer of journals, books, and magazines. In fact, we provide the industry's most comprehensive offering of integrated publishing services for association and special-interest publishers. We offer the service elements to supplement your organization's in-depth content knowledge and to enhance your publishing capabilities.

Your organization can benefit from a custom suite of our offerings by selecting as many or as few services as you need. When it comes to full-service publication production with a personal touch, nobody delivers better than Allen Press. Our friendly, knowledgeable staff will work with you every step of the way to ensure that your publication is produced to your standards and specifications. When you partner with Allen Press, you will receive prompt answers to your questions and expert consultation. We will provide recommendations regarding the most efficient methods for processing your content and offer suggestions for managing costs. You'll have the confidence that no detail has gone unattended.

Our team of experienced professionals has its ear to the ground and its sights set on providing its publishing partners, just like you, with practical solutions to improve their workflow, production schedule, and accessibility to content. Through educational and informative seminars and webinars, our quarterly newsletter, and regular communication, we provide opportunities for our customers to stay on top of the latest trends and forthcoming changes.

At Allen Press, we provide more than 75 years of experience facilitating the transfer of knowledge and information from author to reader. Our team of experienced publishing professionals is passionate about quality, accuracy, and meeting your expectations. We are focused on helping you achieve your mission.

PUBLISHING SERVICES

Cooperative Publishing Management

For more than 55 years, Allen Press has been faithfully serving publishers by providing unsurpassed publication management of outstanding quality. Our co-publishing services allow our clients to maintain their independence and their vision while reaping the rewards of having a publishing partner. We provide comprehensive management guidance to achieve the highest possible standards, while maximizing journal revenue.

Managing Editing

Our managing editing services assist publishers with improving schedules and ensuring consistency and quality without the costly overhead associated with hiring full-time staff. With an Allen Press® managing editor, editorial offices have the security of knowing that someone experienced with the intricacies of scientific writing as well as the demands of printing and publishing will be shepherding their manuscripts through each step of production. Duties of the managing editor include maintenance of the publication style guide, production coordination, author communication, reporting, and day-to-day editorial tasks.

Project Management for Books

Allen Press makes managing your book program effortless. We offer full-service and à la carte solutions for scholarly publishers. We have experienced project managers who can facilitate transforming raw manuscripts into finished books delivered in any combination of formats, including print, eBook, and online. Our professional project managers will work directly

with editors, section editors, and even authors to guide your content through each step of the production process.

Manuscript Submission, Tracking, and Peer Review

PeerTrack™, a web-based manuscript submission, tracking, and peer review software program, will perform all of the vital editorial office tracking functions, including data entry, data retrieval, correspondence, reporting, workflow control, manuscript file management, database access, and payment collection from any computer with access to the Internet. Using the system, authors submit original and revised manuscripts, editorial staff send manuscripts out for peer review, reviewers conduct reviews and return comments, and editors make final decisions.

Image Processing and Editing

Allen Press analyzes and prepares all image files submitted for printing to ensure reproduction quality. Image processing includes resizing, preflighting, cropping, cleaning, and quality checking. Image editing can include letter labeling, resetting type, redrawing, retouching, color correction, and mounting. Press-accurate paper proofs are output for quality assurance.

Allen veriFig™

Allen veriFig™ is a web-based application that allows editors and authors to quickly determine if art files and figures are correctly formatted and prepared according to digital specifications. An author or editor can submit multiple files online and receive a direct feedback report via e-mail that provides details about the resolution, fonts, and color mode of the files.



PUBLISHING SERVICES



COMPOSITION SERVICES

Conventional Typesetting

The conventional typesetting workflow provides text formatting and conversion using a robust Word-to-XML tool, and full graphics processing service from electronic files or hard copy. Automated pagination routines combine XML and graphics.

Expedited Workflows

Allen Press offers fully electronic, expedited workflows to help you streamline production or expedite the dissemination of research through rapid publication. These customized workflows harness the power and flexibility of XML to drive automation, standardization, and efficiency. Taking advantage of this innovative technology allows you to automate routine tasks, reduce in-house resources, and develop an integrated, digital author-to-reader workflow.

Design and Layout Workflow

Our Design and Layout workflow is available for graphically intense, design-heavy publications that require a hands-on approach to integrate creative visual elements with the presentation of research and data. This workflow also allows for a more flexible approach to issue and article creation.

Tagging

Tagging manuscript files in the Extensible Markup Language (XML) at the beginning of the process gives publishers the ability to repurpose their documents into additional revenue-generating products, including

online aggregations. XML is the standard archival format that allows us to automate many processes and then apply a templated solution. SGML conversion is also available.

eBook Deliverables

Built on a reliable and well-tested process, our eBook service provides a simple, cost-effective way for publishers to leverage and enrich their scholarly or special-interest article content, and seek out opportunities in the growing eBook market. To provide the flexibility and versatility readers need and expect, we can deliver converted content in both ePub and Mobipocket file formats.

EDITORIAL SERVICES

Pre-Editing

Our pre-editing solution is an affordable way to tackle the labor-intensive tasks of checking and formatting references and conforming manuscripts to your journal style. Using automation and style sheets customized to your publication, combined with rigorous quality checks, pre-editing expedites your workflow, ensures accuracy, and frees up valuable time and resources.

Copyediting

Allen Press copy editors have extensive experience with scientific and scholarly writing and familiarity with editorial practices and standard reference sources. In preparing documents for production, they combine editorial knowledge with information from detailed style sheets to ensure continuity, accuracy, and consistency. Allen Press offers



three levels of copyediting: light, standard, and technical.

Proofreading

Our proofreaders focus on details that ensure typographic excellence based on a publication's style. Our rigorous system of quality control gives publishers confidence that their publication will maintain its credibility and be free of typographical errors.

Proof Delivery

Allen Press can prepare and distribute electronic PDF proofs or printed paper proofs to authors worldwide via e-mail or mail. Proof delivery also includes a master set of proofs for the editorial office to aggregate revisions.

Mobile Tagging

Enabled by the agile functionality of smartphone technology, 2D tags are a powerful and convenient way to add value to your print content and engage your readers. Placing tags on the pages of your publication or other materials provides instant access to information that will enhance the experience of the printed content. Allen Press can create and place the tags to your specifications, verify their functionality with quality control checks, and provide usage statistics.

Production Tracking

ArticleTrack™ is a stand-alone, web-based content management system for scholarly journals, books, and reference works. The system enables scheduling and management of tasks such as copyediting, author proofing, composition, and

issue management. ArticleTrack is an enterprise-class solution that enables commercial and not-for-profit publishers to efficiently deliver top-quality publications in the fast-changing world of publishing.

Author Billing

Allen Press can facilitate the timely billing and collection of a publication's author fees. We'll develop an author billing program to match the needs of the organization and provide detailed reports that promptly address the revenue collected.

Member and Subscriber Maintenance/Management

Allen Press uses a sophisticated database and eCommerce system to manage member and subscriber information. We will process membership dues and subscription fees, update member/subscriber information, and provide frontline customer service to members. We have the ability to search, manipulate, and output data in many different ways, which allows us to meet specific informational requirements, including mailing list preparation.

Renewal Processing

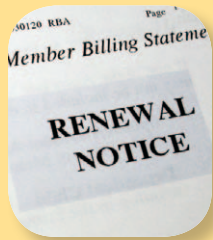
Allen Press works with publishers to create an effective renewals program designed to obtain the greatest member and subscriber retention rates. Our services include the development of a campaign schedule, production coordination, administration of distribution, and reporting.

Commercial Reprint Sales

Commercial reprints offer journals an opportunity to generate additional revenue



PUBLISHING SERVICES



from articles that mention or review commercial products and services. Allen Press commercial reprints can include the original journal cover as well as customization, such as a company logo or advertisement. Our Business Development Group can assist in identifying and contacting potential commercial reprint prospects as well as facilitate the ordering process.

Advertising and Sponsorship Sales

Our talented and experienced business development managers can actively generate advertising, sponsorship, and exhibit sales revenue for societies and associations with scholarly journals or special-interest publications. Our sales efforts include print media, online banners, e-newsletters, and sponsorships for print and online supplements. Services include representation, consulting,

market research, rate consultation, media kit development, quality control, and production of advertising materials.

Licensing Management

Our Licensing Management program offers scholarly publishers two unique opportunities for increasing subscription sales with no upfront investment. By working with Allen Press, you'll be joining forces with other publishers to maximize negotiating power with independent content aggregators of digital journal collections. Allen Press can also help you open new channels of distribution through our established International Subscription Agency relationships. We will research and recommend the most lucrative regions for your content and negotiate and monitor all agreements to maximize revenue.





Buyer's Guide to Scientific, Medical, and Scholarly Journals™

The Allen Press *Buyer's Guide to Scientific, Medical, and Scholarly Journals* is a subscription catalogue of 350 international scientific, medical, and scholarly journals representing more than 125 societies and publishers. Available in print and online, the *Buyer's Guide* contains current subscription prices, back issue information, indexing and abstracting information, e-mail addresses, and journal and society website addresses.

Journal Display Program

For a fraction of the cost to exhibit, Allen Press will display your publications and promotional materials at important industry meetings that buyers are attending. Whether you are looking for US or international exposure, we can represent your publications and help you stretch your marketing dollars further.

Marketing Services

Allen Press can provide assistance for a variety of marketing projects or work with you to develop specific campaigns targeted to members or subscribers. Among our services are press releases, direct marketing, market research surveys, brochures, and meeting exhibition.

Frankfurt Book Fair,
Frankfurt, Germany.
Hall 4.2 – Hot Spot
Education.

© Frankfurt Book Fair



PRINTING SERVICES



Prepress and Imposition

Allen Press preflights and manipulates content files as necessary to ensure that files are acceptable for the production process before positioning the pages on a signature so that after printing, folding, and trimming, all pages appear in proper sequence. Editors can expedite the proofing of their pages online with the assistance of Kodak InSite®, or they can opt to receive traditional paper proofs.



Offset Web and Sheetfed Printing

Allen Press offers web and sheetfed printing, black and multi-color for publications with circulations of 1,000 up to 100,000 or more copies. Long an industry leader in fine screen halftone and exact match color reproduction, we set the standard against which other journal and magazine printers are measured. We offer environmentally responsible printing solutions, including FSC-certified and recycled house papers and soy-based inks. We can also offset the energy used in producing a publication with renewable energy credits.



Ultrashort Run Digital Printing

For publishers that need fewer than 1,000 copies, Allen Press offers black and multi-color digital printing. Whether as a solution for smaller publications, a companion to an electronic publication, or a means to deliver back issues just-in-time, digital printing offers high-quality printing without traditional first-copy setup costs. The flexibility of digital printing also allows publishers to repackage content in new and creative ways.

Finishing Services

Allen Press offers a variety of finishing services, including an array of coating options, perfect binding and saddle stitching, folding, inserting, tipping, and polybagging.

On-Demand Printing and Fulfillment

Allen Press offers single-copy production of publications paired with a direct-to-reader fulfillment model. Visitors to your website are directed to a secure eCommerce portal where they can purchase print copies of current or back issues. Print on demand services can be used to manage back issue requests or provide a print alternative for an online-only publication.

Article Reprints

Allen Press reprints utilize digital printing technology to provide high-quality reproduction and to minimize author costs. Each reprint order is prepared specifically for the author, containing the author's original article only. Using the EzReprint™ online e-commerce system, authors can order high-quality reprints and ePrints (PDF files) anytime from the publisher's custom-branded web portal.

DISTRIBUTION SERVICES

List Processing and Optimization

Working with Allen Press ensures that your publication will be in compliance with USPS standards. Processing of a list by our experienced mailing professionals results in a dramatic reduction, or even elimination, of returned and/or undeliverable copies. Services for mail certification, address validation and standardization, and automation include Coding Accuracy Support (CASS) certification, Delivery Point Verification (DPV), National Change of Address (NCOA) processing, and Intelligent Mail Barcode (IMB).

Mailing Services

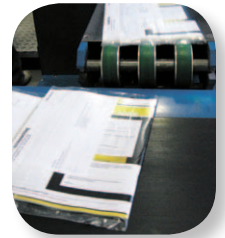
Allen Press evaluates every mailing list to determine the most cost-effective way to mail a publication. We provide faster delivery time by verifying domestic mail on-site. Automation rate postage savings are made possible through a refined sortation of mailing lists. Addresses are applied directly onto the publication or on the polybag with variable messaging if desired. We use numerous USPS programs, such as drop shipments and co-palletization, to help improve cost efficiencies and delivery times. Reliable international mail options include **Allen Priority Airmail™**, our fastest service, and **AllenAir™**, the most affordable alternative.

Distribution Services

Allen Press has identified the fastest and/or most cost-effective freight carriers to help distribute less than truckload (LTL) and heavy-weight bulk shipments. We use drop shipments, palletization, shrink-wrapping, bulk boxing, and other specialty packaging methods to ensure that shipments are delivered safely and securely.

Warehousing and Back Issue Fulfillment

Allen Press maintains an on-site warehouse to provide convenient and timely access to back issue content. Services include short- and long-term storage, order processing and back issue fulfillment, packaging and shipping, shipment tracking, and inventory management.



ONLINE SERVICES



Online Publishing

The **Pinnacle™** online publishing platform, powered by Atypon®, is a robust online publishing system paired with exceptional customer support. Pinnacle hosts full-text XML files in addition to PDFs, image files, and supplemental data. Allen Press provides site and content administration as well as quality control and content loading. For publishers who need a unique solution to fit their needs, **Pinnacle Architect™** allows them to customize both the design and the functionality of the site.



FirstCite™

FirstCite enables advance online publication, providing the opportunity for immediate visibility and citation of articles that have been accepted but are still in the publication pipeline. **Advance Dispatch™** allows the publication to post metadata collected during the submission process and a PDF version of the article promptly following acceptance. **Issue in Progress™** allows the manuscript to proceed through the entire composition process, ensuring that journal style and content standards are upheld before publication online.



Digital Magazine Publishing

Publishers can preserve the attractive aesthetic of their printed magazine or newsletter while enhancing the reader's experience and broadening accessibility with our digital magazine publishing solution. Using the latest technology, we convert the printed page into an interactive experience for the reader. Sophisticated tracking and reporting tools allow the publisher to monitor how users are interacting with the content.

Abstract Submission and Management

Allen Press, in conjunction with All Academic®, provides a comprehensive suite of integrated and flexible abstract management services and tools designed specifically to satisfy even the most demanding academic meeting needs. Our services give societies and associations the flexibility to administer their meeting program online, streamline online submission and review, and provide immediate access to members anywhere in the world. In combination with our print and composition services, Allen Press offers a complete meeting program package.

SUSTAINABILITY AND ENVIRONMENTAL RESPONSIBILITY

Allen Press not only strives to be a high-quality printing company and provider of services to the scholarly publishing community—we also pride ourselves on being a good citizen of the global community. In partnership with our suppliers, vendors, clients, and employees, we have worked to find sustainable resources and more efficient technology, developed new processes and procedures, participated in a variety of environmental initiatives, and promoted and supported sustainability in the publishing and printing industry.

FSC-Certified and Recycled Paper

Allen Press offers a variety of paper choices that are FSC certified and/or contain recycled postconsumer waste. When you select an FSC-certified paper, you will have the opportunity to place the FSC and Rainforest Alliance logos in your publication to promote your organization's environmental sustainability efforts.

Renewable Energy Sources

Allen Press works with The Bonneville Environmental Foundation to support renewable energy initiatives by purchasing renewable energy certificates, or carbon credits, to offset the carbon emissions of our administrative offices. The Bonneville Environmental Foundation, a non-profit organization, sells carbon offsets as renewable energy certificates to replace traditional polluting sources of electricity with clean, secure, and sustainable renewable sources of energy that come from solar and wind power from across North America.

Digital Workflow

A variety of online tools, such as InSite®, XML Author, and PeerTrack™, allow us to provide paperless workflow alternatives, eliminating

the need to print hard-copy proofs. Our electronic proof-delivery services eliminate the need to print and mail author and editor proofs.

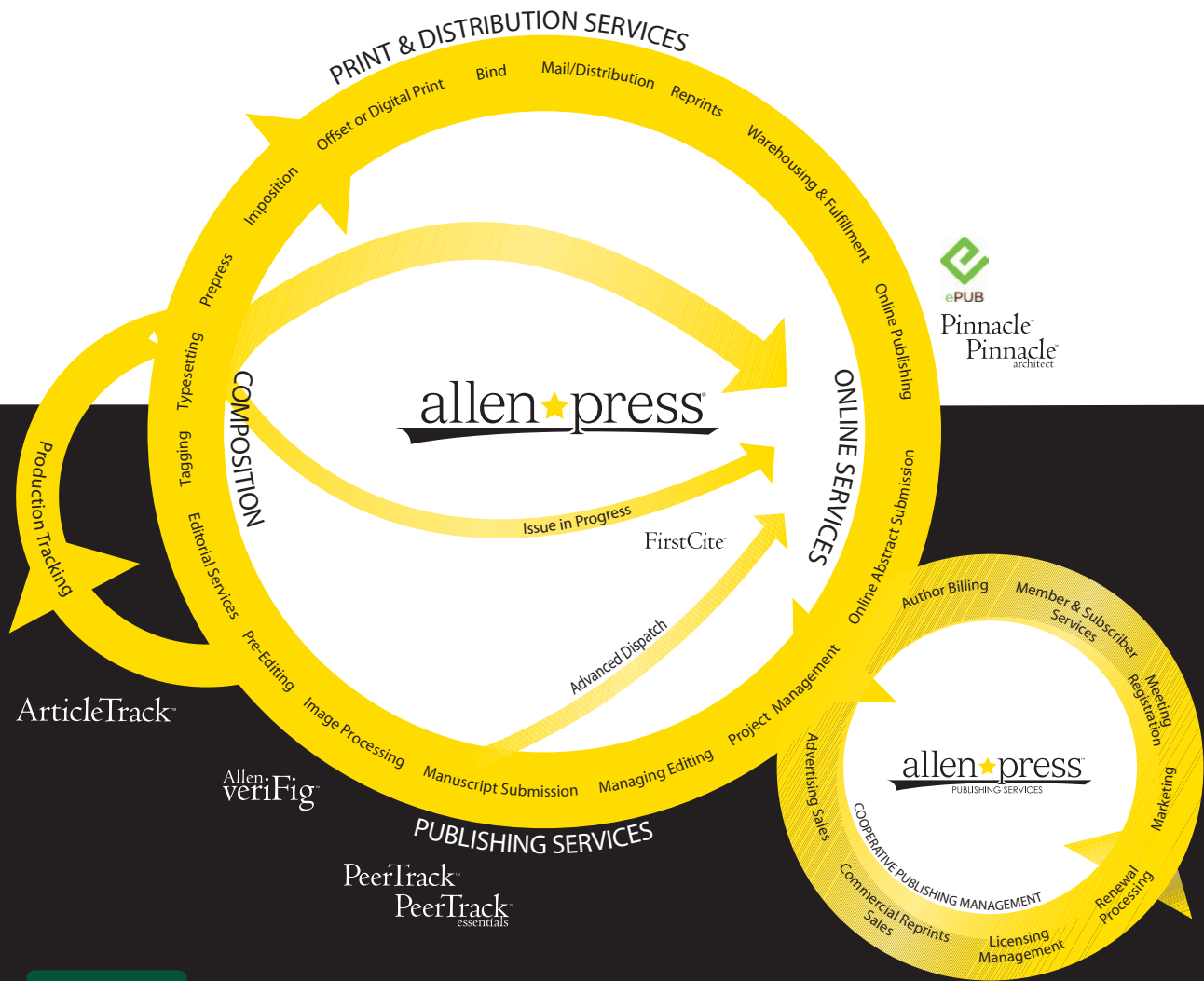
Recycling

Responsible manufacturing practices are imperative at Allen Press, and we recycle more than 2,100 tons of paper and nearly 40 tons of aluminum printing plates annually. The poly wrap used for mailing publications is made of a recyclable material, and our shipping cartons are constructed of 20%–30% postconsumer waste (PCW). In addition, our employees support our sustainability mission through grassroots efforts of recycling aluminum cans, plastic bottles, office paper, and electronics.

Soy Inks and Reduced VOC Emissions

Allen Press uses soy inks for printing. Soy ink is naturally low in VOCs (volatile organic compounds, chemical compounds that evaporate and react to sunlight), and its usage can reduce emissions that cause air pollution. We are constantly testing new inks and solvents as they become available to achieve the least environmental impact possible without sacrificing quality.





ArticleTrack

Allen:veriFig

PeerTrack
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essentials



The mark of responsible forestry

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