

# How to prepare a new book?

## Preparing a book needs to:

- Have an **original** document, not a copy.
- Contact us to make an assessment. If everything seems OK, then we will need to:
- Digitalize (scan) the pages at 300 dpi, jpeg format.
  - Use grayscale for text and B&W image.
  - Descreen image to avoid moiré effect.
  - Set precisely the picture upright.
- Perform optical character recognition (OCR). Check spelling and grammar carefully because OCR softwares are not very reliable on that point.
- Start processing a few pages only for preliminary tests.
- Send us these few pages: [biblio6@cactuspro.com](mailto:biblio6@cactuspro.com)

## Don't proceed to page formatting and laying out unless you have a high level layout software (InDesign, for example)

- If you have not this type of software, we will do the job.

## First of all, be sure that:

- You work for glory exclusively. As long as your work is available from Cactuspro, you contract not to ask for any counterpart (freeware!). If you desire a counterpart (shareware) you will need to find another hosting site.
- The work is free of rights.
  - This is generally the case when the author died more than 70 years ago. However, it is customary to contact the interested parties (author family, editor).
  - If necessary, you will have to look for these interested parties and ask for a written authorization.

## Contact us:

[biblio6@cactuspro.com](mailto:biblio6@cactuspro.com)

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