

# UNITED STATES POWER SQUADRONS®

## EDUCATIONAL GRAPHIC REQUEST

**Instructions:** Give as much information as possible. Use check marks where appropriate. The control number is whatever you wish to use to track graphics in your material. Forward this request to the Chairman of the PSCOM.

Course/Program: \_\_\_\_\_ Control Number: \_\_\_\_\_

To be used in: SM IM OHT Web Cover Other (specify): \_\_\_\_\_

Section Number: \_\_\_\_\_ Section Title: \_\_\_\_\_

Requested by: \_\_\_\_\_ Request Date: \_\_\_\_\_ Required (date): \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

New or Revised: B&W or Color Figure Chart Table Cartoon Photo

Size: One Column Two Column Full Page (Portrait) Full Page (Landscape) Other: \_\_\_\_\_

Example/sketch attached: Yes No Suggestion is solicited: \_\_\_\_\_

Expected to be used as Figure No.: \_\_\_\_\_

Description of graphic:

Proposed caption to be used by formatter: \_\_\_\_\_

Lesson intention:

Comments or special instructions:

Assigned to PSCOM

Artist/Illustrator: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Disk File Name used by Illustrator: \_\_\_\_\_ Format: \_\_\_\_\_ Media: \_\_\_\_\_

*If providing more information, attach a second sheet.*

Enter any additional comments below: