

Publications & Design and Communications

at the Laboratory for Laser Energetics



The Publications & Design Group, in collaboration with LLE Strategic Communications, is focused on providing high-impact creative services that elevate LLE's mission. Our team specializes in delivering compelling graphics and text content for both internal and external communications, ensuring that your work is presented in the best possible light. The role of this department has evolved over time, and the purpose of this message is to give clarity over the functions of the group and how we can best serve you.

To maximize our impact and most effectively meet the laboratory's needs, please note the following:

- The historic practice of requiring Publications & Design to format and process all graphs, format papers for a journal's template, and check all references is no longer mandatory.
- We are focusing instead on providing value-added services that enhance and clarify your work, such as custom illustrations, graphic improvements, and proofreading assistance, as well as producing top-quality content to promote LLE.
- We are always here to consult with you on your design and communications needs. Whether you're looking for advice, collaboration, or assistance with your projects, we encourage you to reach out to explore how we can best support your work.
- All Publications & Design and Communications requests must be submitted via ticket on the internal LLE website under Publications and Design/Communications Support with clear direction on what value-added content is needed.
- All final presentations must be submitted via ticket for reporting purposes and inclusion in LLE's Viewgraph Database.
- Classification review and release is required for all publications and presentations and must be submitted via ticket each time the material is presented, regardless of whether there is a need for additional services, or if the material was presented previously. All publications and presentations associated with LLE are subject to classification review, regardless of funding source.