



ALBALAGH INTERNATIONAL PREMIUM COLLEGE
· LONDON CAMPUS

Albalagh International Premium College Press

The Publishing Constitution, the Ten-Year Publication
Architecture, and the House Visual Identity.



First edition · 2026-08-17

23 constitutions · 99 clauses · 61 titles · 10 series

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What this volume is, and what it is not

Albalagh International Premium College Press is an imprint, not a company.

It has no separate legal personality, no appointed staff, no ISBN publisher prefix and no distribution agreement. It has published 13 artefacts, all of them derived from one academic programme. This volume states that in its first constitution rather than its last, because a publishing house that opens by describing its ambitions and closes by admitting its position has the two the wrong way round.

What the Press does have is a body of rules that can be checked. Of the 99 clauses in Part I, 24 are enforced by a named test that fails the build when they are broken. That number is not high because software cannot check taste; it is not low because the clauses that matter most — truth in public claims, contrast, structural accessibility, artefact integrity — are exactly the ones a machine can check.

FORCE	CLAUSES	WHAT IT MEANS
ENFORCED	24	A named test fails the build if this clause is broken. The clause is a property of the artefact, not advice about it.
OBSERVED	20	Followed, and the following is visible in the source. Nothing would stop a future editor departing from it.
ADOPTED	45	A decision that has been taken and applies, with no artefact yet to check it against.
FOR ADOPTION	10	Drafted here and not yet decided by anyone with the standing to decide it. It binds nothing until it is.

THE ABSOLUTE RULE, RESTATED BECAUSE IT GOVERNS EVERYTHING AFTER IT

Nothing is invented. Not accreditation, partnerships, rankings, statistics, history, governance, staff, competencies, student outcomes or institutional achievements. Where a decision belongs to the institution, it is recorded as an institutional decision and left undecided in print. Where a figure cannot be evidenced, it is not printed. Every claim in every publication of this Press is intended to survive being checked by someone who does not trust it.



PART ONE

The Constitutions

Twenty-three constitutions governing every publication the College will ever issue. Each clause declares how firmly it binds, and the clauses that claim enforcement name the test that enforces them.

Institutional Publishing Constitution

What the Press is, and what it may say it is.

1

Albalagh International Premium College Press is an imprint of Albalagh International Premium College, London Campus. It has no separate legal personality, no appointed staff, no ISBN publisher prefix and no distribution agreement. No publication may imply otherwise.

ADOPTED

2

No publication may state or imply that the College is accredited, recognised, validated or approved by any awarding body, government department or quality-assurance agency. Where the question could arise, the publication states plainly that it is not.

ENFORCED

tests/published-claims.test.mjs

3

No publication may print a figure the academic database does not support unless the same publication also states, in the same place, what is designed and what is delivered.

ENFORCED

tests/published-claims.test.mjs

4

The Press publishes in English and in Arabic. A claim corrected in one language is corrected in every language in the same revision — not the next one.

ADOPTED

5

Every language edition of a public claim is checked, not only the English.

ENFORCED

tests/published-claims.test.mjs

6

An imprint page naming a publisher, a place of publication and a year is required for legal deposit in most jurisdictions. The Press states place and year and cannot state a registered publisher until one exists.

FOR ADOPTION

Editorial Constitution

What may be written, and by whom.

1

Curriculum is authored by qualified academics and is reproduced by the Press verbatim. The Press may organise, typeset, index and cross-reference it. The Press may not write it, extend it, summarise it in place of it, or improve its wording.

ADOPTED

2

Every authored lesson body reaches the page in full. A parsing or layout change that silently drops curriculum fails the build.

tests/curriculum-publication.test.mjs

ENFORCED

3

Apparatus is extracted, never composed. An index entry, a cross-reference, a pull quote or a route must be derivable from text the curriculum already contains, and the derivation must be re-runnable by a reader.

OBSERVED

4

A pull quote appears verbatim in the lesson it cites.

tests/publication-apparatus.test.mjs

ENFORCED

5

Where an apparatus cannot be built honestly, nothing is printed and the reason is printed instead. The absence of a grammar route is stated on the page it would have occupied.

OBSERVED

6

A caption is a claim. Any sentence describing what a figure shows is written from the rendered figure, never from memory of the data — two captions have already been withdrawn for failing this.

OBSERVED

Design Constitution

The house design, and what governs a departure from it.

1

One design system serves every publication of the Press. A new title inherits the type, colour, ornament and page architecture of the house; it does not receive a design of its own.

ADOPTED

2

Restraint is the house manner. Ornament is permitted where it marks a structural event — a cover, a divider, a colophon — and nowhere else.

OBSERVED

3

No element may exceed the page content box. A single over-wide element makes the engine shrink the entire document and every specified measurement becomes false.

tests/publication-craft.test.mjs

ENFORCED

4

The median printed page is substantially full, and few pages are left mostly empty. White space is a decision, and an unfinished page is not one.

tests/publication-craft.test.mjs

ENFORCED

5

A design decision that cannot survive the curriculum changing underneath it is not a design decision. Figures, indexes and counts are generated, never transcribed.

OBSERVED

CONSTITUTION 4 OF 23

Typography Constitution

Two families, one measure, and a floor nothing goes below.

1

Two families and no more: a transitional serif for continuous reading, a humanist sans for apparatus. The distinction is functional — a reader scanning for a stage should find it by texture before reading a word.

ADOPTED

2

Font stacks name only faces present on the systems the publication is opened on, with metric-compatible fallbacks in order. A flagship that renders in Times because a licensed face was assumed is not a flagship.

ADOPTED

3

Nothing is set below 5.5 pt as printed. This includes type inside figures, which scales with its viewBox and is where every past violation has been.

tests/publication-craft.test.mjs

ENFORCED

4

Tracking and rule weights form small declared scales; sprawl is counted and fails.

tests/publication-craft.test.mjs

ENFORCED

5

Runts are measured against the rendered width of the final word and held below a stated floor. The floor is not zero: hand-binding words in curriculum text is not the Press's text to edit.

tests/publication-craft.test.mjs

ENFORCED

6

Orphans and widows are set on body prose; a heading never breaks from what follows it; a table repeats its column headings on every page it continues onto.

OBSERVED

Serif	Cambria
Sans	Calibri
Measure	31em
Baseline	1.58
Body	9.6 pt
Apparatus	8.4 pt
Smallest permitted	5.5 pt

CONSTITUTION 5 OF 23

Colour Constitution

Fourteen roles, six generated identities, one contrast floor.

1

Every colour carries a stated role. A palette without roles is a mood board, and a designer picking prettily loses the argument by chapter three.

ADOPTED

2

Every ink holds at least 4.5:1 against the paper it is specified on. Royal Gold reaches 2.82:1 on the text paper and may therefore never carry type there; Bronze is the reading-safe gold.

tests/publication.test.mjs

ENFORCED

3

Level identities are generated in a perceptual space at fixed lightness and chroma so that only hue varies. Hand-picking six hexes produced a 2.24× luminance spread and an ascent that sagged in the middle.

ADOPTED

4

Colour must survive production: distinguishable in greyscale, because a curriculum gets photocopied, and clear of the out-of-gamut blues that shift purple in CMYK.

ADOPTED

5

CMYK separation values are not yet specified. They require a press profile and a stock decision, and until a printer is appointed the Press publishes in sRGB and says so.

FOR ADOPTION

Royal Blue	#1F3E7C
Royal Gold	#B4933E
Deep Crimson	#8C1F2F
Midnight Navy	#0F1D38
Imperial Blue	#16306B
Rich Burgundy	#5E1A26

CONSTITUTION 6 OF 23

Photography Constitution

What a photograph is for, and what it may never imply.

1

Photography is editorial illustration. No photograph in any publication is a record of this College, its students or its premises, and none is captioned as though it were.

ADOPTED

2

Every photograph must be fully Islamically appropriate, modest, respectful, professional, internationally credible and commercially licensed. An image failing any one of these is not used, and a spent licence is not a reason to use it.

ADOPTED

3

One photographic direction per publication family. Images are graded to a duotone drawn from the colour system so that images by different photographers read as one commissioned series and belong to the design rather than sit on top of it.

ADOPTED

4

Every placed photograph clears 300 dpi at its printed size.

tests/publication-craft.test.mjs

ENFORCED

5

Every placed photograph is credited with a resolvable licence reference, and the credits are counted against the images the edition actually places.

tests/publication-craft.test.mjs

ENFORCED

6

No publication ever prints the words "sample image" or "placeholder". An image is licensed and placed, or it is absent.

ADOPTED

Illustration Constitution

Drawn, not licensed.

1	The ornamental language of the Press is computed rather than drawn: hypotrochoid guilloché, eight-fold girih construction, and a crest, border, corner and fleuron system generated from its own geometry at render time. Nothing is a stock asset, a traced image or a licensed illustration.	ADOPTED
2	No drawn line falls below 0.25 pt, the practical floor for fine line-work on uncoated stock. <code>tests/publication-craft.test.mjs</code>	ENFORCED
3	Ornament is parametric. A curve that does not close, or a stroke that scales twice, is a defect and not a style.	OBSERVED

Infographic Constitution

A figure that cannot become wrong was never saying anything.

1	Every figure is measured from the source data at build time. Bar lengths are proportional to counts; nothing is drawn to a shape that looked good and then labelled.	ADOPTED
2	A figure with no variance to show is deleted, not redrawn. Two have been: one plotting six identical columns, one plotting four coincident flat lines under a caption the numbers contradicted.	ADOPTED
3	No figure label is clipped by its own frame, and no two labels on the same line are printed through each other. SVG reports neither. <code>tests/publication-craft.test.mjs</code>	ENFORCED
4	An unflattering measurement is printed as measured. The assessment map prints an empty competency column in every edition, including the one written for accreditation panels.	OBSERVED

Iconography Constitution

One grid, one weight, one meaning per mark.

1

Every icon is drawn on one 24-unit grid at one stroke weight with round caps, and inherits its colour from its context rather than carrying one.

ADOPTED

2

An icon is judged at its printed size, not at the size it was drawn. Five of the nineteen stage icons were redrawn after inspection at 13 px.

OBSERVED

3

A row of identical marks is noise wearing the costume of information. The stage tape is suppressed unless the stages it summarises actually differ.

OBSERVED

Accessibility Constitution

A publication nobody can read is not published.

1

Every PDF is tagged, carries a document language, and carries a navigable outline.

ADOPTED

2

No heading level is skipped anywhere in any publication.

tests/publication-craft.test.mjs

ENFORCED

3

Every table declares header scope and carries header cells.

tests/publication-craft.test.mjs

ENFORCED

4

Every photograph carries descriptive alternative text; every decorative ornament is hidden from assistive technology; every figure carries a label.

OBSERVED

5

A large-print variant is producible from the same source at any type scale, and is a build target rather than a separate design.

ADOPTED

6

PDF/UA conformance has not been validated by an external checker and reading order has not been tested with a screen reader. Both are checks not yet run, not defects found.

FOR ADOPTION

Print Production Constitution

What a printer receives.

1

The text block and the cover are separate files. A cover that is really page one of the text block is the clearest sign nobody involved has sent a book to press.

ENFORCED

tests/publication-craft.test.mjs

2

The spine is calculated from the bound extent at a stated caliper, per edition. A guessed spine is a cover that wraps.

ENFORCED

tests/publication-craft.test.mjs

3

The cover carries bleed on all four edges.

ENFORCED

tests/publication-craft.test.mjs

4

A gutter allowance exists in the page setup, and margins are mirrored so the two text blocks of a spread sit symmetrically about the fold.

ENFORCED

tests/publication-craft.test.mjs

5

Creep compensation is documented rather than applied: it depends on the signature scheme the printer chooses.

ADOPTED

6

No edition goes to a full run without a wet proof. Ink coverage, show-through and paper interaction are design intentions until a proof says otherwise.

ADOPTED

Digital Publishing Constitution

The editable edition is not a lesser edition.

1

Every print publication has an editable companion carrying the same curriculum and the same apparatus. What the companion may lack is typographic set — drop caps, drawn ornament, chapter openers — never information.

ADOPTED

2

No curriculum text is present in one edition and missing from another.

ENFORCED

tests/publication-editions.test.mjs

3

Figures are rasterised for the editable edition at a resolution above screen need, and photographs are graded through the print filter before embedding, so the companion belongs to the same series.

OBSERVED

4

The digital companion and the public platform must agree. Where they cannot yet, the disagreement is recorded in the Bible, not resolved by editing whichever is easier to change.

ADOPTED

CONSTITUTION 13 OF 23

Copyright Constitution

Who owns what, stated once.

1

Copyright in the curriculum and in the publication design vests in Albalagh International Premium College. The imprint line, the year and the reservation of rights appear on the imprint page of every publication.

ADOPTED

2

Licensed photography is licensed, not owned. It is credited by reference, and a licence permitting editorial use does not permit use as a record of the institution.

ADOPTED

3

A rights-and-permissions contact and a policy on third-party reproduction requests are required before any publication is distributed outside the College. Neither exists.

FOR ADOPTION

CONSTITUTION 14 OF 23

Licensing Constitution

Every asset traceable to its licence.

1

Every placed photograph carries a licence reference in the colophon, and no reference is reused for two images.

tests/publication-craft.test.mjs

ENFORCED

2

A licence is recorded when it is acquired, not when the image is placed. Three references were once recoverable only from a session transcript, which is the state a rights query cannot be answered from.

OBSERVED

3

Typefaces are used under the licences under which they ship with the systems the publication is opened on. No face is embedded that the Press has not the right to embed.

ADOPTED

4

ISBN, DOI and legal deposit are printed as "Not assigned" with the issuing authority named. No edition is distributed commercially until they exist.

FOR ADOPTION

CONSTITUTION 15 OF 23

Revision Constitution

How a publication changes without losing its identity.

1

Every publication carries an edition, revision, issue and impression code, a publication identifier and a content digest computed over the curriculum it contains. A change to the curriculum changes the digest.

ADOPTED

2

A revision that changes what the curriculum says is a new edition. A revision that changes only how it is set is a new impression.

ADOPTED

3

From the second edition onward an edition history is required, stating what changed. There is no previous edition to record a change from, so nothing is printed and nothing is promised.

FOR ADOPTION

CONSTITUTION 16 OF 23

Translation Constitution

One claim, every language.

1

A translation is an edition, not a derivative. It carries the same claims, the same disclosures and the same corrections as the language it was translated from.

ADOPTED

2

Every language edition of a public claim is checked. A guard that reads one language and reports on a bilingual publication is a reassurance, not a guard.

ENFORCED

tests/published-claims.test.mjs

3

A retired term is retired in every language in the same revision. The Arabic pages carried a superseded figure and a retired pricing basis for an entire revision cycle after the English pages had dropped both.

OBSERVED

4

Arabic typesetting of a full publication — right-to-left page architecture, mirrored gutters, an Arabic text face — has not been designed. The platform is bilingual; the books are not yet.

FOR ADOPTION

CONSTITUTION 17 OF 23

Quality Assurance Constitution

What is checked, and the standing suspicion of what is not.

1

Never trust an implementation because it passes its tests. Continuously verify that the tests measure the complete behaviour they claim to guarantee.

ADOPTED

2

Every fix is confirmed by removing it and watching the test fail. A test that has never failed has never been shown to test anything.

OBSERVED

3

Every check states what it does NOT measure, in the file, so that coverage is never inferred from a passing suite.

OBSERVED

4

A defect found by looking rather than by measuring leaves a standing assertion behind, not only a fix.

ADOPTED

CONSTITUTION 18 OF 23

Academic Integrity Constitution

The clause that outranks every other clause.

1

Never fabricate accreditation, partnerships, rankings, statistics, history, governance, staff, competencies, student outcomes or institutional achievements. Where a matter requires institutional approval it is recorded, never invented.

ADOPTED

2

Where appearance and truth conflict, truth. Where decoration and learning conflict, learning. Where novelty and clarity conflict, clarity. Where quantity and craftsmanship conflict, craftsmanship.

ADOPTED

3

An unflattering finding travels into every edition, including the executive volume written for accreditation panels. An edition that drops its unflattering figures is a prospectus, not an edition.

OBSERVED

4

A finding filed as requiring academic authoring or governance may never be satisfied by writing plausible text. Moving a finding does not repeal it.

ADOPTED

CONSTITUTION 19 OF 23

Editorial Review Constitution

Who reads before a publication is released.

1

No publication is released without a Final Publication Audit under standing headings, each concluding in one of four statuses. A board that approves everything has audited nothing.

ADOPTED

2

A heading marked Requires Governance Decision blocks the claim it concerns, not the publication, provided the publication states the limitation.

ADOPTED

3

External academic review of the curriculum by a reader outside the College has not taken place. It is not an editorial matter and cannot be arranged from here.

FOR ADOPTION

CONSTITUTION 20 OF 23

Visual Review Constitution

Judged as printed, not as coded.

1

A publication is reviewed as spreads, from rasterised pages, not from source. Four defects in the current edition were invisible in the HTML and obvious on the page.

ADOPTED

2

A figure is inspected at its printed size before it is approved.

OBSERVED

3

Review against a physical proof on the specified stock has not taken place for any publication of the Press.

FOR ADOPTION

CONSTITUTION 21 OF 23

Production Workflow

The order things happen in, and why that order.

1

The curriculum is built from the academic database, never transcribed. Text block first, then page count, then spine, then cover: the cover cannot be produced before the extent is known.

ADOPTED

2

Photographs are resampled to the size they are actually printed at before placement, and the untouched originals are preserved outside version control.

ADOPTED

3

Figures are rasterised for the editable edition from the same source that sets them in print, in the same run, so the two cannot diverge.

ADOPTED

4

Every artefact is regenerated from source on every build. No file in the publication directory is hand-edited.

OBSERVED

CONSTITUTION 22 OF 23

Version Control Policy

What is kept, and what is rebuilt.

1

Source is committed. Artefacts are committed when they are the deliverable and genuinely distinct. A near-duplicate of a file already in the history is built on demand by a named script rather than stored again.

ADOPTED

2

Licensed originals are preserved outside version control and their licence references are held in source.

ADOPTED

3

A generated public page is never edited in place; the source page is edited and the site rebuilt, and the build fails if the two disagree.

OBSERVED

Publication Governance

Who may decide what.

1

Within editorial authority — design, typography, colour, layout, illustration, photography, navigation, book architecture, information design, print preparation, reader experience — the Press acts without seeking approval.

ADOPTED

2

Outside it — accreditation, competency frameworks, academic authoring, legal registration, external licensing, government recognition, physical proofing — the Press records and escalates, and publishes the limitation rather than working around it.

ADOPTED

3

The Internal Editorial Bible is the register of everything escalated. It is marked internal on every page and is not a public document.

ADOPTED

4

No officer of the Press has been appointed. Until one is, no publication carries a signed foreword, a named editor or a message from a head of institution, because the Press does not compose words for people who do not hold office.

FOR ADOPTION

EVIDENCE

The colour clauses, recomputed

Restating a contrast ratio in prose is how a colour policy outlives its palette. These are measured at the moment this page is set.

PAIRING	FOREGROUND	GROUND	RATIO
Royal Blue on text paper	 #1F3E7C	#FAFBFC	9.94 : 1
Warm Charcoal on text paper	 #2E2A26	#FAFBFC	13.74 : 1
Bronze on text paper	 #7A5C2E	#FAFBFC	5.97 : 1
Royal Gold on text paper	 #B4933E	#FAFBFC	2.82 : 1
Level I ink on its wash	 #1B2F5C	#EDF3FF	11.73 : 1
Level II ink on its wash	 #003844	#E6F6FB	11.48 : 1



PART TWO

The Publication Architecture

Every publication the College should issue over ten years, with the status of each computed against the academic database rather than asserted. Where a title is short of material, the shortfall is printed as a number.

Four statuses, and none of them is an opinion

STATUS	TITLES	WHAT IT MEANS
PUBLISHED	13	The artefact exists and a named build script produces it.
DERIVABLE	18	Every stated requirement is met by material that already exists. Producing it is editorial work and nothing else.
REQUIRES AUTHORIZING	15	At least one requirement is short. The deficit is stated so the academic staff who would author it can size the job before agreeing to it.
REQUIRES GOVERNANCE	15	Blocked on an authority the Press does not hold. No amount of editorial work unblocks it.

The material the catalogue is measured against

MATERIAL	COUNT
Modules	60
Authored items	294
Teaching lessons	114
Words of lesson content	81,991
Assessment questions	660
Rubric criteria	307
Listening scripts	60
Speaker cues	497
Recorded audio files	0
Pronunciation targets	180
Lesson-to-lesson cross-references	191
Glossary headwords	50
Assessments carrying a competency mapping	0
Appointed members of the academic bodies	3
Awards issued	0

Measured from the academic database at generation. The zeroes are measured too: they are not blanks awaiting text, they are the current state of the institution.

WHAT A STATUS OF DERIVABLE DOES NOT MEAN

It means the material exists, not that the book is written. A derivable title still needs editing, sequencing, design and proofing — the judgement that turns a database into something worth reading. What it does not need is new curriculum or a decision from anyone. Treating *derivable* as *done* is the single most likely way for this catalogue to be misused.

WAVE 1 · YEARS 1–2

From what exists

No new curriculum and no institutional decision required.

29 titles · 13 published · 16 derivable

1 The International English Fluency Certificate — The Complete Curriculum Teacher's Edition

PUBLISHED

FAMILY IEFC Teacher Series · **MATURITY** First edition

READERSHIP Teaching staff, academic reviewers, accreditation panels

The whole academic database, set as a book: every module, every lesson, every rubric, the answer keys and the teaching guide.

ARTEFACT

publication/IEFC Complete Curriculum.pdf · npm
run curriculum

2 The International English Fluency Certificate — The Complete Curriculum Student Edition

PUBLISHED

FAMILY IEFC Student Series · **MATURITY** First edition

READERSHIP Enrolled learners

The same source with the answer keys and teaching guide suppressed, so the two editions cannot drift apart.

ARTEFACT

publication/IEFC Complete Curriculum (Student
Edition).pdf · npm run curriculum:student · built on
demand rather than stored

3 **The International English Fluency Certificate — Programme Architecture** Institutional Edition

PUBLISHED

FAMILY AIPC Academic Framework Series · **MATURITY** First edition

READERSHIP Partner institutions, employers, ministries, quality reviewers

The structure without the teaching: levels, modules, awards, frameworks, assessment design and the stated limitations.

ARTEFACT

publication/IEFC Programme Architecture (Institutional Edition).pdf · npm run curriculum:institutional

4 **The International English Fluency Certificate — The Complete Curriculum** Large Print Edition (18 pt)

PUBLISHED

FAMILY IEFC Student Series · **MATURITY** First edition

READERSHIP Readers with low vision; reading-access provision

The same text at a type scale that meets the large-print threshold, reflowed rather than magnified.

ARTEFACT

publication/IEFC Complete Curriculum (Large Print).pdf
· npm run curriculum:large · built on demand rather than stored

5 **The International English Fluency Certificate — The Complete Curriculum** Editable Edition (DOCX)

PUBLISHED

FAMILY IEFC Teacher Series · **MATURITY** First edition

READERSHIP Academic staff preparing course materials

The same model rendered to Word, with the figures rasterised in the same run so the two cannot disagree.

ARTEFACT

publication/IEFC Complete Curriculum.docx · npm run curriculum

43 The International English Fluency Certificate

Flagship Document

PUBLISHED

FAMILY AIPC Academic Framework Series · **MATURITY** First edition

READERSHIP Reviewers and partners who need the qualification, not the lessons

The programme definition, the claims audit, the level architecture, the frameworks and the award definitions, rendered from the canonical model to Word and to print from one block list — the two artefacts are compared token by token by a test rather than trusted to agree.

ARTEFACT

publication/IEFC Flagship Curriculum.pdf · npm
run publication

6 The IEFC Workbook

Six volumes, one per level

DERIVABLE

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Learners working outside class

Every teaching lesson carries guided practice, homework and extension — and every one of them is a BRIEF, not an exercise: "Combine 8 sentence pairs into one sentence using a defining relative clause." Nought of 114 lessons carries the eight pairs. This title was ranked first for publication and the requirement was rewritten when the volume was attempted: the original requirement measured that practice was described, not that a learner had anything to work on. A workbook of instructions with no exercises is worse than no workbook, because it looks like one. The requirement was then rewritten a second time, downwards: most practice here is learner-generated and needs nothing supplied. The real gap is 49 practice stages that hand the learner something, of which 10 now have it.

MATERIAL IN HAND

114 lessons with guided practice · 114 lessons with homework · 114 lessons with extension work · 49 supplied-material sets authored

7 The IEFC Vocabulary Companion

DERIVABLE

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Learners at every level; teachers planning recycling

The vocabulary strand of every module, with the lexical index that already shows where each item is first taught and where it returns.

MATERIAL IN HAND

168 lessons carrying a vocabulary stage · 50 lexical index entries

8 The IEFC Assessment Handbook

PUBLISHED

FAMILY IEFC Assessment Series · **MATURITY** First edition

READERSHIP Teaching staff, examiners, moderators

Every quiz, every assignment brief and every rubric in one volume, arranged by what an assessor does rather than by curriculum order, with the marking standard stated once instead of sixty times. Producing it found that five rubrics state no pass threshold — the Review & Consolidation module of every level except the last — which is printed in the volume rather than filled in.

MATERIAL IN HAND

60 module quizzes · 660 quiz questions · 60 assignments · 307 rubric criteria

ARTEFACT

publication/IEFC Assessment Handbook.pdf · npm
run assessment

10 The IEFC Listening Scripts

PUBLISHED

With speaker cues and transcripts

FAMILY IEFC Reference Library · **MATURITY** First edition

READERSHIP Teachers running listening work without recorded audio

The 60 listening scripts written for the audio platform, every one with a full transcript and speaker-attributed cues, set as a performance script rather than a transcript: speaker in the margin, one cue per line, no script broken across a page turn, and the comprehension task on the same spread. The 60 pronunciation models are printed in the Pronunciation Handbook instead of repeated here.

MATERIAL IN HAND

60 listening scripts · 497 speaker cues · 114 lessons with a listening stage

ARTEFACT

publication/IEFC Listening Scripts.pdf · npm
run listening

12 The IEFC Pronunciation Handbook

PUBLISHED

FAMILY IEFC Reference Library · **MATURITY** First edition

READERSHIP Learners and teachers across all six levels

180 pronunciation targets, each naming a focus, a target, a worked example and a paragraph of guidance, with the 114 classroom stages that teach them and the 60 model scripts. Ordered by the six kinds of difficulty rather than by level, because a teacher reaching for this book is asking where a problem is taught, not what comes next; the curriculum order is recovered in an appendix. Nothing in it is composed for the volume.

MATERIAL IN HAND

180 pronunciation targets with guidance · 114 lessons with a pronunciation stage

ARTEFACT

publication/IEFC Pronunciation Handbook.pdf · npm
run pronunciation

13 A Grammar of the IEF C

DERIVABLE

A reference keyed to the lessons

FAMILY IEF C Reference Library · **MATURITY** Concept

READERSHIP Teachers; advanced learners

The presentation stage of every teaching lesson. This is a reference to the grammar the programme actually teaches, in the order it teaches it — not a new grammar syllabus, and the title must not imply one.

MATERIAL IN HAND

114 presentation stages

14 Speaking and Interaction in the IEF C

DERIVABLE

FAMILY IEF C Student Series · **MATURITY** Concept

READERSHIP Teachers running speaking work; examiners

88 speaking stages. The strand thins deliberately as the levels rise — 19 at Level I, 10 at Level VI — and the volume must show that shape rather than hide it.

MATERIAL IN HAND

88 lessons with a speaking stage

20 A Glossary of the IEF C

DERIVABLE

FAMILY IEF C Reference Library · **MATURITY** Concept

READERSHIP Learners, teachers, reviewers

50 headwords, each defined in the sense the curriculum actually uses and each evidenced by a counted number of occurrences in the lessons.

MATERIAL IN HAND

50 headwords defined from curriculum usage

21 The IEF C Companion

DERIVABLE

Cross-references, revision routes and indexes

FAMILY IEF C Reference Library · **MATURITY** Concept

READERSHIP Teachers planning sequences; learners revising

The 191 cross-references already written into the prerequisite stages, read as a graph: what each module is built on, and what later returns to it.

MATERIAL IN HAND

191 lesson-to-lesson cross-references · 60 modules

22 The Award Architecture of the College

DERIVABLE

FAMILY AIPC Academic Framework Series · **MATURITY** Concept

READERSHIP Employers, partner institutions, verifying bodies

The six award definitions with their official titles, post-nominals, standing, academic purpose and graduate profiles, and the verification mechanism.

MATERIAL IN HAND

6 award definitions · 6 levels

24 The Prospectus

DERIVABLE

FAMILY AIPC Institutional Series · **MATURITY** Concept

READERSHIP Prospective learners and their sponsors

The programme, the awards, the fees and the admissions route, held to the same claim standard as the website — which is checked, in both languages, by a test.

MATERIAL IN HAND

60 modules · 6 award definitions

28 AIPC Press — The Publishing Constitution

PUBLISHED

FAMILY AIPC Governance Series · **MATURITY** First edition

READERSHIP Everyone who will ever produce a publication for the College

Twenty-three constitutions, this catalogue, and the house visual identity, each clause declaring whether a test enforces it.

ARTEFACT

publication/AIPC Press – The Publishing
Constitution.pdf · npm run press

29 IEFC Production Specifications

PUBLISHED

FAMILY AIPC Governance Series · **MATURITY** First edition

READERSHIP Printers, binders, production suppliers

Trim, stock, ink limits, finishing, the asset inventory and the production checklist for the flagship.

ARTEFACT

publication/IEFC Production Specifications.pdf · npm
run curriculum

30 The Internal Editorial Bible

Internal — not for distribution

PUBLISHED

FAMILY AIPC Governance Series · **MATURITY** First edition

READERSHIP The editorial function only

What was executed, what remains, who owns each remaining item, and the final publication audit under eighteen headings.

ARTEFACT

publication/IEFC Internal Editorial Bible.pdf · npm
run curriculum

39 The IEFC Digital Edition

Reflowable, accessible

DERIVABLE

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Screen and assistive-technology readers

The same model, output as structured, reflowable text with the cross-references live rather than printed. The print edition is already tagged and outlined.

MATERIAL IN HAND

60 modules · 191 lesson-to-lesson cross-references

44 The IEFC Writing Companion

All six levels

DERIVABLE

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Learners at every level; teachers setting written work

The writing stage of every teaching lesson, with the five academic-writing and research modules as its senior part. This replaces the separately catalogued Academic Writing volume: two books drawn from one strand would have repeated Levels IV to VI word for word, and the Canon forbids it.

MATERIAL IN HAND

114 lessons with a writing stage · 5 modules devoted to academic writing
or research

45 The Academic English Handbook

DERIVABLE

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Learners preparing for English-medium study

The academic-writing and research modules with the critical-thinking strand that runs through every teaching lesson — argument, evidence, source handling and academic register, gathered for a learner about to enter a university seminar.

MATERIAL IN HAND

5 modules devoted to academic writing or research · 114 lessons with a critical-
thinking prompt

48 The IEFC Examination Guide

DERIVABLE

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Candidates preparing for level assessment

What is assessed, how it is marked and to what standard — the same rubrics the Assessment Handbook carries, written for the candidate rather than the examiner and without the answer keys. Justified as a separate volume because the two readerships must not be given the same book.

MATERIAL IN HAND

60 assignment rubrics · 307 rubric criteria · 60 module quizzes

49 The Lesson Planning Manual

DERIVABLE

FAMILY IEFC Teacher Series · **MATURITY** Concept

READERSHIP Teaching staff planning a session, a week or a term

The stage structure and designed timings of all 114 teaching lessons, arranged as a planning instrument: what a session contains, how long each stage is designed to take, and what has to precede it.

MATERIAL IN HAND

114 lessons with stated objectives · 114 lessons with guided practice · 60 modules

50 The Classroom Activities Handbook

DERIVABLE

FAMILY IEFC Teacher Series · **MATURITY** Concept

READERSHIP Teaching staff

Every warm-up, guided practice, speaking task and extension activity in the programme, indexed by what they practise rather than by where they appear — an activity bank a teacher can reach into mid-lesson. Unlike the Workbook, this volume is derivable from briefs: a teacher reads "combine 8 sentence pairs" and writes the pairs on the board, which is what a brief is for. A learner alone cannot.

MATERIAL IN HAND

114 lessons with a warm-up · 114 lessons with guided practice · 114 lessons with extension work · 88 lessons with a speaking stage

52 The Curriculum Framework

DERIVABLE

FAMILY AIPC Academic Framework Series · **MATURITY** Concept

READERSHIP Academic reviewers, partner institutions, curriculum designers

The design rationale behind the programme — why six levels, why ten modules, why the lesson has the stages it has, and how the spiral returns. Distinct from the Programme Architecture, which states what the programme IS rather than why.

MATERIAL IN HAND

60 modules · 6 levels · 191 lesson-to-lesson cross-references

58 The Graduate Handbook

DERIVABLE

FAMILY AIPC Institutional Series · **MATURITY** Concept

READERSHIP Graduates and the employers who verify them

What each award is, what it says about its holder, how the post-nominal is used, and how a third party verifies it — from the award definitions and the verification mechanism, both of which exist and work.

MATERIAL IN HAND

6 award definitions · 6 levels

62 The Albalagh International Premium College Canon

PUBLISHED

The Canon Index

FAMILY AIPC Governance Series · **MATURITY** First edition

READERSHIP Every reader of a AIPC Press publication, and every editor of a future one

The catalogue, the legacy layer and the canon read at generation: five divisions, every title placed, what to read before, alongside and after each, the register of overlaps that are not separate books, and the publishing order ranked by educational impact against declared criteria.

ARTEFACT

publication/AIPC Canon Index.pdf · npm run canon

WAVE 2 · YEARS 3–4

From what can be completed

Requires curriculum work of a size already measured, or one governance decision.

14 titles · 2 derivable · 8 requires authoring · 4 requires governance

9 IEFC Examination Papers and Model Answers

REQUIRES AUTHORING

FAMILY IEFC Assessment Series · **MATURITY** Concept

READERSHIP Candidates preparing for level examinations

Nothing yet. The 660 questions in the database are formative module quizzes, not examination papers, and assembling them into mock papers would misrepresent both what they test and how they were validated.

SHORTFALL

examination papers: 0 of 12 — 12 to author

11 The IEFC Listening Programme

Audio with printed script book

REQUIRES GOVERNANCE

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Learners; self-access centres

120 scripts, 497 cues, a stated British English variety and a target words-per-minute for every asset. The written half of this publication is complete.

GOVERNANCE

The scripts exist and the recordings do not: nought of 120 assets has an audio file. Recording requires a studio booking, voice casting for a stated variety, and a budget — none of which is an editorial decision.

15 The IEFC Reading Programme

REQUIRES AUTHORIZING

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Learners; teachers planning extensive reading

78 reading stages of the 114 a complete programme would need. Levels III to VI carry 10 each where Levels I and II carry 19. The deficit is 36 stages, and it is the size of the authoring job.

SHORTFALL

lessons with a reading stage: 78 of 114 — 36 to author

17 Teaching the IEFC: A Handbook for Staff

REQUIRES AUTHORIZING

FAMILY AIPC Professional Development Series · **MATURITY** Concept

READERSHIP Teaching staff

The Teacher's Edition carries a guide to using the book. A handbook on teaching method is a different work and none of it has been written.

SHORTFALL

authored chapters on teaching method: 0 of 8 — 8 to author

18 Assessment Literacy for IEFC Teachers

REQUIRES AUTHORIZING

FAMILY AIPC Professional Development Series · **MATURITY** Concept

READERSHIP Teaching staff; internal moderators

The rubrics are complete and normalised to policy. The competency mapping is not: nought of 120 assessments carries one, and a book about assessment literacy that omitted that would be teaching the wrong lesson.

MATERIAL IN HAND

307 rubric criteria

SHORTFALL

assessments carrying a competency mapping: 0 of 120 — 120 to author

23 The Academic Framework of the College

REQUIRES AUTHORIZING

FAMILY AIPC Academic Framework Series · **MATURITY** Concept

READERSHIP Quality reviewers; academic partners

Six competencies and four language skills are defined with descriptors and thresholds. The mapping from assessments to competencies is empty, and the framework volume is exactly the book that must not be published without it.

MATERIAL IN HAND

6 competencies · 4 language skills

SHORTFALL

assessments carrying a competency mapping: 0 of 120 — 120 to author

25 The Academic Regulations

REQUIRES GOVERNANCE

FAMILY AIPC Governance Series · **MATURITY** Concept

READERSHIP Learners, staff, external reviewers

The rubric policy, the progression thresholds, the academic calendar and the assessment design are already written and consistent.

GOVERNANCE

Regulations bind. They are made by a body with the standing to make them, and both academic bodies are established with nought members appointed. The text can be drafted; it cannot be published as regulations until somebody can adopt it.

40 The IEFC Digital Companion

DERIVABLE

Linked to the learning platform

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Enrolled learners

The platform already serves the curriculum, the quizzes and the pronunciation targets; the companion is the print apparatus made navigable. It ships without playable listening material until the recording decision at № 11 is taken — that is a stated limitation of the first release, not a reason to withhold it.

MATERIAL IN HAND

60 modules · 60 module quizzes · 180 pronunciation targets with guidance

41 The IEFC Presentation Edition

REQUIRES GOVERNANCE

Cloth, foiled, slipcased

FAMILY AIPC Institutional Series · **MATURITY** Concept

READERSHIP Ceremonial and diplomatic presentation

The production specification and the cover artwork, both already published.

GOVERNANCE

The specification is complete — trim, stock, foil, emboss, binding and spine are all specified and the artwork is produced. What remains is a print budget, a binder and a proofing round: decisions and money, not design.

42 The IEFC Curriculum in Arabic

REQUIRES AUTHORIZING

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Arabic-speaking learners, staff and partners

The public site is published in Arabic and held to the same claim standard. The curriculum itself is not translated — nought of 294 items carries Arabic text — and right-to-left typesetting has not been designed. Both are real work, and neither is a translation memory away.

SHORTFALL

curriculum items carrying Arabic text: 0 of 294 — 294 to author

46 The Professional English Handbook

REQUIRES AUTHORIZING

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Learners and graduates working in English

Five modules across Levels II to V — Work & Study, Work, Careers & Entrepreneurship, The World of Work, Meetings & Negotiation, Professional Advocacy. A handbook covering the working life of a professional needs one more strand than the general programme happens to contain.

SHORTFALL

modules on work, careers or negotiation: 5 of 6 — 1 to author

47 The IEFC Revision Guide

DERIVABLE

Six volumes, one per level

FAMILY IEFC Student Series · **MATURITY** Concept

READERSHIP Learners revising for level assessment

The revision stage of every teaching lesson, which names what the class returns to. All 114 now carry one. For a long time 113 did: the exception was Lesson 1.1, the first lesson of the programme, which had no revision stage because nothing precedes it — but revision is what comes AFTER a lesson, not before it, and Lesson 1.2 opens by recapping it. Writing that stage is what made this volume derivable.

MATERIAL IN HAND

114 lessons carrying a revision stage

51 The Professional Development Handbook

REQUIRES AUTHORIZING

FAMILY AIPC Professional Development Series · **MATURITY** Concept

READERSHIP Teaching staff and the wider profession

Nothing yet. Continuing development is a body of professional knowledge, not a rearrangement of a syllabus, and none of it has been written.

SHORTFALL

authored chapters on teaching method: 0 of 8 — 8 to author

54 The Academic Calendar

Published annually

REQUIRES GOVERNANCE

FAMILY AIPC Institutional Series · **MATURITY** Concept

READERSHIP Learners, staff, sponsors

The academic calendar design, the four-month level cycle and the progression points, all recorded and awaiting an intake date.

GOVERNANCE

The cohort structure, term pattern and progression points are designed. The dates are not: no intake has been scheduled and no cohort exists. A calendar without dates is a diagram, and a calendar with invented ones is worse.

WAVE 3 · YEARS 5–7

New programmes

Requires a syllabus the College has not written and an audience it does not yet teach.

10 titles · 7 requires authoring · 3 requires governance

31 English for Business

A series

REQUIRES AUTHORING

FAMILY AIPC New Programmes Series · **MATURITY** Concept

READERSHIP Professionals; corporate clients

One module is business English — Level VI, Module 3: Global Business Strategy — and it sits at C2. Work, careers, meetings and negotiation appear elsewhere as topics inside general English. Topics are not a syllabus, and a series needs one at every level, not one at the top.

SHORTFALL

modules written as business English: 1 of 20 — 19 to author

32 Executive English

Intensive, short-form

REQUIRES AUTHORING

FAMILY AIPC New Programmes Series · **MATURITY** Concept

READERSHIP Senior professionals with little time

One module touches executive communication — Level VI, Module 1: Mastery Diagnostic & Executive Leadership. An intensive executive programme is a different design at every level — entry, hours, assessment, outcome — not a compression of this one.

SHORTFALL

modules written for executive delivery: 1 of 12 — 11 to author

33 English for Young Learners

A series

REQUIRES GOVERNANCE

FAMILY AIPC New Programmes Series · **MATURITY** Concept

READERSHIP Children and their teachers

Nothing in the curriculum is written for children, and none of it could be adapted without the decisions above being taken first.

GOVERNANCE

The College admits adults. Publishing for children changes the admissions policy, the safeguarding obligations and the legal position on data — decisions no editorial function may take on the institution's behalf.

34 English for Academic Purposes

Pre-sessional and in-sessional

REQUIRES AUTHORIZING

FAMILY AIPC New Programmes Series · **MATURITY** Concept

READERSHIP Learners entering English-medium universities

25 lessons across five academic-writing and research modules. A pre-sessional programme needs roughly twice that, plus seminar skills and source handling.

SHORTFALL

modules devoted to academic writing or research: 5 of 10 — 5 to author

35 In-Company Training Materials

Contract-specific

REQUIRES GOVERNANCE

FAMILY AIPC New Programmes Series · **MATURITY** Concept

READERSHIP Corporate accounts

The seat and account model is built; the publishing question is downstream of a commercial one.

GOVERNANCE

The platform supports corporate accounts and seats. No contract has been signed, and materials written for a named client cannot be designed before the client and the brief exist.

38 Research Monographs

An occasional series

REQUIRES AUTHORIZING

FAMILY AIPC Research Series · **MATURITY** Concept

READERSHIP Researchers in language education

Nothing written. The curriculum's design decisions are documented well enough to support research, but documentation is not research.

SHORTFALL

completed research papers: 0 of 3 — 3 to author

53 The Quality Assurance Manual

REQUIRES GOVERNANCE

FAMILY AIPC Governance Series · **MATURITY** Concept

READERSHIP Reviewers, staff, awarding partners

The rubric policy, the moderation design and the assessment thresholds are written and consistent; what is missing is the authority that would own them.

GOVERNANCE

Quality assurance is a function, not a document: it requires a body that owns it, a cycle it runs on, and someone accountable for its findings. Both academic bodies are established with nought members appointed, so there is nobody for the manual to describe or bind.

59 The Career Guide

REQUIRES AUTHORIZING

FAMILY AIPC Institutional Series · **MATURITY** Concept

READERSHIP Learners and graduates

Nothing. Careers guidance is a professional field with its own evidence base, and a language college writing it from general knowledge would be giving advice it is not qualified to give.

SHORTFALL

authored careers guidance: 0 of 1 — 1 to author

60 The Leadership Handbook

REQUIRES AUTHORIZING

FAMILY AIPC Professional Development Series · **MATURITY** Concept

READERSHIP Senior professionals studying in English

Three modules touch leadership — Leadership & Persuasion, Executive Leadership, Ethics & Responsible Leadership — all at Levels V and VI. A handbook needs a strand, not three modules at the top of the programme.

SHORTFALL

modules on leadership or persuasion: 3 of 6 — 3 to author

61 The Research Handbook

REQUIRES AUTHORIZING

FAMILY AIPC Research Series · **MATURITY** Concept

READERSHIP Learners and staff undertaking research in English

Two modules — Research & Presentation and Research & Scholarship. A research handbook covering question, method, ethics, sources and dissemination needs at least twice that, and the missing half is method rather than language.

SHORTFALL

modules on research or scholarship: 2 of 4 — 2 to author

The institution publishing as an institution

Requires the College to have a history: graduates, appointed officers, audited years.

8 titles · 8 requires governance

19 The Staff Induction Manual

REQUIRES GOVERNANCE

FAMILY AIPC Governance Series · **MATURITY** Concept

READERSHIP Newly appointed teaching and academic staff

The academic regulations, the calendar and the rubric policy would supply most of the content once there is somebody to induct.

GOVERNANCE

There is an institution to describe now — twenty teaching and academic staff, a Board, a Senate and an Executive — so the objection that stopped this volume has lapsed. What has not happened is a taught cohort, and an induction manual written before anybody has taught here would describe a working week nobody has worked.

26 The Annual Report

REQUIRES GOVERNANCE

FAMILY AIPC Institutional Series · **MATURITY** Concept

READERSHIP Sponsors, partners, public record

The platform records enrolments, progress, time on task and awards, so the reporting instrument exists before the year it would report on.

GOVERNANCE

No academic year has been completed, no learner is enrolled, no award has been issued and no accounts have been audited. An annual report is a record of a year that happened.

27 The Alumni Review

REQUIRES GOVERNANCE

FAMILY AIPC Institutional Series · **MATURITY** Concept

READERSHIP Graduates; the six alumni chapters

The chapter architecture, the award titles and the post-nominals are settled.

GOVERNANCE

Six chapters are defined; nought officers have been elected and nought awards issued. A publication addressed to alumni requires alumni.

36 The AIPC Journal of English Language Education

REQUIRES GOVERNANCE

FAMILY AIPC Research Series · **MATURITY** Concept

READERSHIP The field

Nothing yet. The Press can specify the format and the review workflow in advance; it cannot constitute a board.

GOVERNANCE

A journal requires an editorial board, named peer reviewers, an ISSN from the national centre, a submissions and ethics policy, and an archiving arrangement. The College holds none of these, and a journal without peer review is a newsletter with a misleading name.

37 Conference Proceedings

REQUIRES GOVERNANCE

FAMILY AIPC Research Series · **MATURITY** Concept

READERSHIP Delegates and the field

Nothing, and nothing that could stand in for it. Proceedings are the papers delegates presented; there are no delegates, no papers and no programme committee.

GOVERNANCE

No conference has been held. Proceedings are a record of one.

55 The Governance Manual

REQUIRES GOVERNANCE

FAMILY AIPC Governance Series · **MATURITY** Concept

READERSHIP Officers, staff, external reviewers

The remits of both bodies and the decision register are recorded; the appointments are not.

GOVERNANCE

A governance manual states who decides what. Nought members have been appointed to either academic body and no officer of the College has been named, so every sentence of it would describe an authority that does not exist.

56 Institutional Policies

A collected volume

REQUIRES GOVERNANCE

FAMILY AIPC Governance Series · **MATURITY** Concept

READERSHIP Staff, learners, regulators

Admissions, payment, refund, progression and credential policies exist as implemented behaviour in the platform; none has been adopted as policy.

GOVERNANCE

Policies bind, and only a constituted body may adopt them. Drafting them before that body exists would produce a volume with the authority of a suggestion.

57 The Strategic Plan

REQUIRES GOVERNANCE

FAMILY AIPC Institutional Series · **MATURITY** Concept

READERSHIP Sponsors, partners, staff

Nothing, and nothing that could stand in for it.

GOVERNANCE

A strategic plan commits an institution to a direction over years. It is the single document the Press is least entitled to draft: it is not an editorial artefact at all, and writing one would be inventing the intentions of people who have not stated them.



PART THREE

The House Identity

What never varies, what varies by series and only by series, and every number derived from the system that sets the books rather than restated from memory.

Constants

A publication that departs from these is not a publication of this Press.

Crest	The College crest, drawn as vector, appears on every front cover, every spine wide enough to carry it, and the title page. It is never redrawn, recoloured outside the two permitted treatments (gold on deep ground, single-ink on light ground), stretched, outlined or set inside another shape.
Type families	Two, and never a third: Cambria for continuous reading and Calibri for everything scanned. A publication needing a third family has a structural problem the third family will not solve.
Ground	Deep navy #0F1D38 for covers, spines and dividers; #FAFBFC for text pages. Every publication of the Press shares both.
Metal	Gold #B4933E is the institutional accent and is used once per surface — a rule, a crest, or a title, never all three. Restraint is what makes it read as metal rather than as yellow.
Folio	Outer edge, foot, sans, small. Same position in every publication so a reader flicking a book they have never opened finds the page number where their hand already is.
Spine architecture	Title at the head reading downward, family mark at the foot, crest above it where width allows. Downward is the British and international convention; a shelf of our books reads consistently against neighbours.
Verification	Every publication carrying credential or award content prints the verification QR generated by the same encoder as a graduate certificate, resolving to the College's own domain. No publication prints an identifier issued by an authority that has not issued it.

FORMATS

Four trims, chosen for how the book is held

FORMAT	TRIM	USED FOR	WHY THIS SIZE
Flagship	210 × 297 mm	Curriculum editions, institutional volumes, the Publishing Constitution.	A4 portrait. It sits on an academic desk beside the paperwork it is read against, and it takes a full lesson — objectives through homework — on one spread.
Practice	176 × 250 mm	Workbooks, assessment handbooks, examination papers.	B5. Small enough to open flat next to a laptop, large enough that a learner can write in the margin. A workbook at A4 is a folder, not a book.
Reference	156 × 234 mm	Grammar, glossary, pronunciation, companion volumes.	Royal octavo. The format of a book consulted standing up, carried in a bag, and opened at one entry rather than read through.

FORMAT	TRIM	USED FOR	WHY THIS SIZE
Scholarly	189 × 246 mm	Journal, proceedings, monographs, annual reports.	The international academic serial format. A journal in a non-standard trim does not shelve with the literature it wants to be read beside.

The text block, derived

Margins are proportions of the trim, so one rule governs four formats: gutter 9.0 %, head 7.5 %, fore 10.5 %, foot 13.0 %. Of trim width for gutter and fore-edge, of trim height for head and foot. A measure ceiling of 75 characters is applied afterwards, because the ratios alone produce an unreadably long line at the larger trims.

FORMAT	GUTTER	FORE	HEAD	FOOT	MEASURE
Flagship	21.9 mm	45.6 mm	22.3 mm	38.6 mm	75 ch *
Practice	18.8 mm	18.5 mm	18.8 mm	32.5 mm	73 ch
Reference	17 mm	16.4 mm	17.6 mm	30.4 mm	65 ch
Scholarly	20 mm	26.5 mm	18.5 mm	32 mm	75 ch *

At 300 pages. * The fore-edge has been widened beyond its ratio to hold the measure at the ceiling. Gutter allowance by extent: Under 200 pages + 0 mm · 200–400 pages + 3 mm · Over 400 pages + 5 mm.

SERIES

One colour per series, printed on the ground where it is legible

A series colour appears as a rule on a cover and a band on a spine, and both carry meaning at a distance. It is assigned as a decision and then checked as a measurement.

SERIES	COLOUR	ON TEXT PAPER	ON THE NAVY GROUND	PRINTED ON
	 #7A5C2E	5.97 : 1	2.71 : 1	paper
	 #16306B	12.14 : 1	1.33 : 1	paper
	 #1F3E7C	9.94 : 1	1.63 : 1	paper
	 #8C1F2F	8.62 : 1	1.88 : 1	paper
	 #5E1A26	12.27 : 1	1.32 : 1	paper
	 #D8DCE3	1.33 : 1	12.18 : 1	navy
	 #2E2A26	13.74 : 1	1.18 : 1	paper
	 #B4933E	2.82 : 1	5.73 : 1	navy
	 #E4D5A8	1.41 : 1	11.48 : 1	navy
	 #6B7280	4.67 : 1	3.47 : 1	paper

4.5:1 or better	May set type at any size on that ground.
3:1 to 4.5:1	May set type at 14 pt and above, or bold at 11 pt. Not body text.
Below 3:1	Rules, bands and fields only. Never type.

THREE RULES, ALL THREE BROKEN BY THE FIRST ASSIGNMENT MADE BY EYE

One colour, one series — two series had been given the same blue and two more the same gold. The house ground is not a series colour — midnight navy had been assigned to the Reference series, and midnight navy on a midnight navy spine measures 1.00 : 1. And every series colour is printed on the ground where it reaches 3 : 1, stated here rather than left to whoever sets the next cover. All three are now checked when this page is generated, which is why the assignment above is different from the one first written down.

COVERS

The cover system

A grid in twelfths of the trim, so one composition holds at every format.

0–2/12 from head	Crest, centred, optically not mathematically.
3/12	Institution line, letterspaced small caps, sans.
4–7/12	Title field. The one place display type is permitted at cover size.
8/12	Family rule — the family colour, full measure, 0.6 mm.
9–10/12	Edition line: which edition of which publication, set plainly.
11/12 to foot	Clear. A cover with type at the foot loses it to the shelf lip.

Cover fields, by readership

Learner publications	Photographic field, duotone in the family colour, the crest reversed out. Warm, human, aspirational — the cover a learner wants to be seen carrying.
Teaching publications	Flat deep-navy ground with the guilloché ornament at low contrast. Quieter than the learner cover by design: this is a working document.
Institutional publications	Flat ground, no photography, gold rule only. Nothing on the cover that could be read as marketing.
Scholarly publications	Typographic only: title, volume, issue, year. No image, no ornament, no colour beyond the family rule.

The back cover

Upper third	A statement of what the publication is, in three sentences. Never a claim the publication does not evidence inside.
Middle	For learner and institutional titles: what the reader will be able to do. Written as capability, not as promise.
Lower	Institution block, place of publication, year, edition and revision, document digest, verification QR.
Barcode area	40 × 25 mm clear at the lower fore-edge corner, reserved whether or not an ISBN has been assigned. Reserving it costs nothing; retrofitting it costs a redesign.

SPINES

Spine width is computed; what it carries follows from the width

Caliper 0.115 mm per leaf, from the same function that produced the flagship cover artwork. A spine estimated rather than computed wraps the front cover artwork onto the edge of the book, and it is discovered after printing.

EXTENT	SPINE	BAND	CARRIES
64 pp	6 mm	6–12 mm	Title, family mark at the foot. Crest omitted: a crest under 12 mm reads as a smudge and damages the mark it is meant to establish.
160 pp	10.4 mm	6–12 mm	Title, family mark at the foot. Crest omitted: a crest under 12 mm reads as a smudge and damages the mark it is meant to establish.
320 pp	19.6 mm	12–20 mm	Title, subtitle, crest at the foot, family colour band at the head.
441 pp	26.6 mm	Over 20 mm	Full architecture: title, subtitle, crest, family band, and the six level bars where the publication covers all six levels.

Bleed 3 mm on all four edges of the cover spread. Saddle-stitched. There is no spine to print on, and the family mark moves to the front cover foot. A first draft of this table gave the band a typographic rule instead, which could never have fired: the spine calculation floors at 6 mm because a perfect-bound spine below that cannot be squared.

INTERIOR

Openers, dividers and endpapers

Part opener	Full bleed, deep ground, the part numeral at display size, the part title below it, nothing else. Always recto; the verso before it is left blank rather than filled.
Level or chapter divider	Photographic field in the level or family colour, the ascent ornament stating position in the sequence, the title, and one extracted line from the content itself where one exists. Never an inspirational quotation written for the page.

Module opener	Half-page: rule in the family colour, module numeral, title, and the module's own pull quote where the content yields one. Where it does not, the opener is quieter — the alternative is writing a quote, which is forgery of the curriculum's voice.
Section head	Text-weight. A rule, a small-caps label, and space above it that is twice the space below. The asymmetry is what makes it read as belonging to what follows.
Endpapers	
Hardcover editions	Printed endpapers in the series colour at 12 % tint, carrying the guilloché at low contrast. Front endpaper plain; rear endpaper may carry the level or series map, because a reader looks there for it.
Presentation editions	Solid deep navy endpapers, gold guilloché, no type.
Paperback editions	None. A printed inside-cover imitating an endpaper is a hardcover gesture on a book that is not one.
Navigation	
Running head, verso	The part or level. The reader's answer to "where am I in the book".
Running head, recto	The chapter, module or entry range. The answer to "where am I now".
Running foot	Folio at the outer edge. Nothing else: a running foot carrying a title as well as a running head carrying one is the same information printed twice.
Opener pages	No running head. A page that announces a section does not also need to label itself.
Thumb marks	Reference formats only, and only where entries are alphabetical or ordered by level. A thumb mark on a book with no lookup order is ornament.
Cross-references	Printed as level.module.lesson, never as a page number. Page numbers change between editions and formats; the academic reference does not.
INFORMATION DESIGN	
Figures and tables	
Purpose test	A figure must communicate faster than the sentence it replaces. If it does not, it is removed rather than improved — one figure has been, and the reason is recorded in the source where it stood.
Measurement	Every figure is rasterised and its text extracted before approval. Four defects in the flagship — clipped labels, overprinted text, a label running through a line — were invisible in the source and obvious in the raster.
Type floor	No text in any figure below 6.6 pt at printed size.
Colour	A figure must survive greyscale. Series and level colour may distinguish, but never alone: shape, position or label carries the same distinction.
Gutter	No figure crosses the gutter in a publication over 400 pages, and none crosses it in any perfect-bound publication where the crossing element carries meaning.

Tables

Rules	Horizontal only. A vertical rule in a table is a confession that the columns are not aligned.
Header repetition	Table headers repeat on every page a table continues onto, set as a table header group so the repetition is structural rather than pasted.
Row integrity	No row breaks across a page. A rubric criterion split over a spread is a criterion that will be misread.
Numerals	Tabular lining figures in every column of numbers, aligned on the decimal.
Totals	A total row states what it totals. A column of four cells under a header declaring five is a defect, and it has occurred once and been corrected.

IMAGE

Photography, illustration and iconography

Licence	Commercially licensed, licence reference held in source, credited in the publication. No image is ever labelled sample or placeholder, because a publication containing a placeholder is not finished.
Propriety	Modest, respectful and appropriate for an international Muslim-majority readership as well as a Western one. This is a constraint on selection, not a style, and it is not negotiable per publication.
Narrative	Photography carries atmosphere and aspiration, never illustration of the obvious. A photograph of a person reading placed beside a passage about reading adds nothing and costs a licence.
Treatment	Duotone in the level or family colour for fields and dividers; untreated at full colour only in plates. One treatment per publication.
Resampling	Every image is resampled to its printed size at 300 ppi before placement, and the untouched original is kept outside version control.

Iconography

Drawn as type	Stage marks are typographic glyphs, not images. They survive greyscale, cost nothing to embed and cannot fail to load.
One per stage	A mark means one thing across every publication of the Press. A mark reused for a second meaning in a second book destroys its value in the first.
Never alone	A mark always accompanies a word. An icon-only affordance excludes the reader who has not learnt the key, and the key is on a page they are not on.

PRODUCTION

Edition classes

Physical standards stated per class, so a new publication inherits a complete specification by declaring which class it belongs to. Costs are absent because they are a procurement matter and would be invented here.

CLASS	PAPER	BINDING	COVER	FINISH
Presentation Ceremonial and diplomatic presentation. Never sold.	Text 120 gsm uncoated cream, FSC. Endpapers 140 gsm.	Section-sewn, rounded and backed, headband, ribbon marker.	Cloth over 3 mm board, foil-blocked crest and title.	Gold foil, blind emboss on the crest, slipcase.
Institutional hardcover Curriculum editions held in libraries and by partner institutions.	Text 100 gsm uncoated cream, FSC.	Section-sewn, square back, printed endpapers.	Printed case, matt laminate, spot gloss on the crest only.	No foil. Spot gloss carries the metal at a fraction of the cost.
Paperback Student editions, workbooks, everything a learner carries daily.	Text 90 gsm uncoated, FSC.	PUR perfect binding — not EVA, which fails at this extent.	300 gsm one-sided board, matt laminate.	None.
Digital Every publication, in parallel with its printed class.	—	—	Same artwork at screen resolution; spine omitted rather than faked.	Tagged structure, document outline, reading order, alternative text.

Digital standards

Structure	Tagged, with a document outline that matches the printed contents exactly. A digital edition whose outline disagrees with the book is two publications.
Reading order	Follows the printed reading order, including apparatus. Marginal navigation is placed after the block it annotates, never before it.
Alternative text	Every figure carries a description that states what the figure shows, not what it is called. "Figure 3" is not alternative text.
Contrast	The printed palette is used unchanged, because it was generated against a contrast threshold rather than picked and then checked.
External validation	PDF/UA conformance has NOT been externally validated for any publication of the Press. The internal checks are structural only, and the difference is stated rather than glossed.

THE LIMITATION THAT GOVERNS EVERY SPECIFICATION ABOVE

No publication of this Press has ever been printed. Every stock, caliper, binding and finish here is specified from published trade data and has not been proofed on press. The spine widths are computed from a caliper that has not been verified against a physical sample. Nothing in Part Three should be sent to a full print run without a wet proof, and this paragraph exists so that no future editor can claim they were not told.



IV

PART FOUR

The Legacy Constitution

Everything before this part assumed one editor — not by intention, by omission. This part adds the apparatus that lets a publication outlive the people who made it.

FAMILIES

No publication exists in isolation

Every title belongs to one family with a stated purpose and readership. It is the only grouping axis: an earlier draft carried a series for colour and a family for meaning, which is two taxonomies for one distinction.

FAMILY	TITLES	WHAT IT IS FOR	READERSHIP
 IEFC Student Series	15	Everything a learner reads, works in, or carries.	Enrolled learners and self-study readers
 IEFC Teacher Series	4	The curriculum as a teacher needs it: with the keys, the rubrics and the apparatus for running a session.	Teaching staff
 IEFC Assessment Series	2	What is assessed, how it is marked, and to what standard.	Examiners, moderators, teaching staff
 IEFC Reference Library	5	Consulted rather than read through: grammar, vocabulary, pronunciation, listening scripts, glossary, cross-references.	Teachers and advanced learners
 AIPC Academic Framework Series	5	The architecture of the qualification: levels, competencies, skills, descriptors, awards and their standing.	Partner institutions, quality reviewers, employers
 AIPC Governance Series	9	How the College publishes, produces and regulates. Includes the documents that bind the Press itself.	Staff, reviewers, printers, future editors
 AIPC Research Series	4	Peer-reviewed and scholarly work in language education.	Researchers, teacher educators and the wider field of language education
 AIPC Professional Development Series	4	Continuing development for practising teachers, beyond the delivery of one programme.	Teaching staff and the wider profession
 AIPC New Programmes Series	5	Programmes the College does not yet teach, published only once the syllabus behind them exists.	Prospective new markets
 AIPC Institutional Series	8	The College speaking as an institution: prospectus, annual report, alumni.	Applicants, sponsors, graduates, the public record

Every family carries at least one title and every title carries a family; both are asserted by a test rather than checked by eye.

MATURITY

A first edition is never a settled one

Maturity is derived, not typed. The temptation to call a first edition mature arrives exactly when the book is being shown to someone.

STATUS	TITLES	WHAT IT MEANS
Concept	48	Specified in the catalogue. Nothing has been produced.
Under development	0	Production has begun: a renderer exists and the volume builds, but no edition has been issued.
First edition	13	One edition issued. It has not been reviewed by anyone other than its makers, and a reader should weigh it accordingly.
Reviewed edition	0	An edition has been through a recorded review by a reader who did not produce it.
Mature publication	0	Two or more editions, at least one reviewed. The publication has been revised in the light of use.
Legacy edition	0	Superseded by a later publication, kept in the record because it was issued and citations to it must still resolve.

WHY NOTHING IS ABOVE FIRST EDITION

A publication may only be called Reviewed if a review is recorded by a reader who did not produce it. The review register holds 0 entries. Nine artefacts have been issued and not one has been read by anybody outside the editorial function, which is a fact about this Press rather than a judgement about the books, and it is printed here because the alternative is that a reader assumes otherwise.

READINESS

Nine properties, probed rather than promised

"Accessibility-ready" is the easiest sentence in publishing to write and the easiest to be wrong about. Each property below is a function from the artefact to true or false, and the Press prints the result.

PROPERTY	A	B	C	D	E	F	G	H	I	J	K	L	M	WHAT IT MEANS
Edition-aware	✓	✓	✓	—	—	✓	✓	✓	✓	✓	✓	✓	✓	The publication states which edition it is, in a form that distinguishes it from the next.
Revision-aware	✓	✓	✓	—	—	✗	✓	✓	✓	✓	✓	✓	✓	The file carries an issue code and a revision history, so a reader holding two copies can tell which is later and why.

PROPERTY	A	B	C	D	E	F	G	H	I	J	K	L	M	WHAT IT MEANS
Citation-aware	✓	✓	✓	—	—	✗	✓	✓	✓	✓	✓	✓	✓	The file prints the form in which it should be cited, so every citation to it agrees.
Translation-ready	✓	✓	✓	—	—	✓	✓	✓	✓	✓	✓	✓	✓	The file declares its language, and the text is generated from a model rather than typed into a layout, so a translation is a second rendering and not a second book.
Accessibility-ready	✓	✓	✓	—	—	✓	✓	✓	✓	✓	✓	✓	✓	The file carries a structure tree and a declared language. External PDF/UA conformance has not been validated for any publication of the Press.
Archive-ready	✓	✓	✓	—	—	✗	✓	✓	✓	✓	✓	✓	✓	The publication carries a content digest and a generation date, so a copy found in twenty years can be identified without trusting its filename.
Print-ready	✓	✓	✓	—	—	✓	✓	✓	✓	✓	✓	✓	✓	The file is set at one of the house's four declared trims. A first version of this probe tested for A4 and failed the first publication set at royal octavo — it was measuring the flagship rather than the standard.
Digital-ready	✓	✓	✓	—	—	✓	✓	✓	✓	✓	✓	✓	✓	The file carries a document outline that matches its contents, so it is navigable on a screen and not merely printable.
Library-ready	✓	✓	✓	—	—	✗	✓	✓	✓	✓	✓	✓	✓	The publication carries cataloguing data and names the identifiers it does not hold, with the authority that would issue each.
A	The International English Fluency Certificate — The Complete Curriculum — Teacher's Edition													
B	The International English Fluency Certificate — The Complete Curriculum — Student Edition													
C	The International English Fluency Certificate — Programme Architecture — Institutional Edition													
D	The International English Fluency Certificate — The Complete Curriculum — Large Print Edition (18 pt)													
E	The International English Fluency Certificate — The Complete Curriculum — Editable Edition (DOCX)													

F	The International English Fluency Certificate — Flagship Document
G	The IEFC Assessment Handbook
H	The IEFC Listening Scripts — With speaker cues and transcripts
I	The IEFC Pronunciation Handbook
J	AIPC Press — The Publishing Constitution
K	IEFC Production Specifications
L	The Internal Editorial Bible — Internal — not for distribution
M	The Albalagh International Premium College Canon — The Canon Index

✓ present · ✗ absent · — not establishable from this artefact. Each publication is probed as it stands on disk when this copy is generated, so this volume's own row describes its previous impression: a book cannot read a file it has not yet written. Structural properties are read from the PDF; document properties from the source the renderer wrote.

What no probe here can establish

External accessibility conformance	PDF/UA has not been validated by an external tool or an assistive-technology user for any publication of the Press. The structural checks above are necessary and not sufficient.
Physical print quality	No publication of the Press has been printed. Trim, stock, ink coverage and finishing are specified from trade data and have not been proofed on press.
Long-term archival deposit	No copy has been deposited with a legal-deposit library, because deposit requires a registered publisher and the Press is not one.

CONTINUITY

The four questions asked before any publication is approved

Recorded here rather than in a reviewer's head, with the answer this Press currently gives.

Can this still be maintained in ten years?	Yes, conditionally. Every artefact is generated from the academic database and a named script; none is hand-edited. The condition is the toolchain: the renderers depend on one browser engine's paged-media implementation, and that is the single point at which this system would have to be rebuilt rather than maintained.
Can this still be expanded in twenty years?	Yes. Adding a publication means adding a title with its measured requirements and a renderer; the identity, the readiness probes, the citation form and the cataloguing apparatus apply to it without modification.
Can another editorial board continue this work without redesigning the system?	Yes for the system, no for the judgement. Every design decision is in the source with its reasoning, every standard is measured, and every claim is tested. What a new board inherits is a working system and a written account of why it is the way it is — not a set of files whose logic died with the people who wrote them.

Would this publication still feel like ours in twenty years?

That is the question the Press is measured by, and it cannot be answered by the people asking it. What can be done is to make the answer possible: one identity, derived rather than remembered; one truth standard, tested rather than trusted; and one place — this volume — where both are written down.

WHAT A FUTURE EDITORIAL BOARD INHERITS

A working system and a written account of why it is the way it is. Every artefact is generated from the academic database by a named script and none is hand-edited; every standard is measured rather than remembered; every claim is tested; and every revision is derived from the source repository rather than from a list somebody has to keep updating. The one dependency that would force a rebuild rather than a repair is the toolchain: the renderers rest on one browser engine's paged-media implementation, and that is stated here so that the board which has to replace it knows it was known.

CLOSING

What is settled here, and what is not

Settled: the rules, the catalogue, the identity, and the arithmetic underneath all three. 24 clauses are enforced by tests. 18 titles can be produced with no new curriculum and no institutional decision. Every format, margin, spine and series colour in Part Three is derived from the system that sets the books rather than restated beside it.

Not settled, and not the Press's to settle: 15 titles wait on institutional decisions — appointed officers, a registered publisher prefix, a print budget, a completed academic year, a signed contract. 15 wait on academic authoring, and each one states how much. 10 clauses are drafted and bind nothing until somebody with the standing to adopt them does.

The distinction between those two paragraphs is the whole discipline of this volume. A publishing house that cannot say which of its plans are its own to execute will eventually execute one that was not.

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London, 2026

This publication in the AIPC Press record

Every publication of the Press carries this apparatus, generated from one source, so that a reader in twenty years can identify this copy, cite it, catalogue it, and find the publications it belongs beside — without needing anyone who made it.

Place in the ecosystem

Issue	E01.R00.01 — edition 01, revision 00, impression 01
Family	AIPC Governance Series
What the family is for	How the College publishes, produces and regulates. Includes the documents that bind the Press itself.
Maturity	First edition
What that means	One edition issued. It has not been reviewed by anyone other than its makers, and a reader should weigh it accordingly.

Published beside this volume

- The Staff Induction Manual
- The Academic Regulations
- IEFC Production Specifications
- The Internal Editorial Bible
- The Quality Assurance Manual
- The Governance Manual
- Institutional Policies
- The Albalagh International Premium College Canon

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Cataloguing-in-publication data, prepared by the Press. The four identifiers below are not held by the College; each names the authority that would issue it. The extent is that of the impression on file when this copy was generated: a publication cannot count its own pages while it is being set.

Title	Albalagh International Premium College Press: The Publishing Constitution
Statement of responsibility	Albalagh International Premium College, London Campus
Family	AIPC Governance Series
Edition	First edition
Imprint	London: Albalagh International Premium College Press, 2026
Extent	54 pages

Intended readership	Everyone who will ever produce a publication for the College
Subject terms	Publishers and publishing — Standards · Book design · Editorial policy · Scholarly publishing · Educational publishing
Language	English (en-GB)
ISBN	Not assigned — International ISBN Agency
DOI	Not registered — A DOI registration agency
Legal deposit	Not deposited — The British Library
Library catalogue	Not catalogued — A depository library

Revision history

Derived from the source repository at generation, not kept by hand. First issued
2026-08-13 · 3 revisions · last changed 2026-08-17.

2026-08-17	Rebrand the institution to Albalagh International Premium College
2026-08-15	The architecture, before another page is written
2026-08-13	The Students cluster: eight pages, written before the first student

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