

# Typography Fundamentals

Measurements  
Families & Styles

*serif / san serif / slab serif*

**Aa**

*san serif*

**Aa**

*serif*

**Aa**

*slab serif*

# *points/picas/inches*

12 points = 1 pica

6 picas = 1 inch

72 points = 1 inch

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9 pica = **9p**

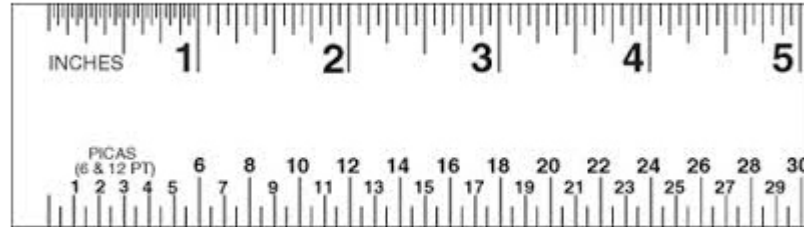
9 points = **p9** or **9pts**

9 picas 6 points = **9p6**

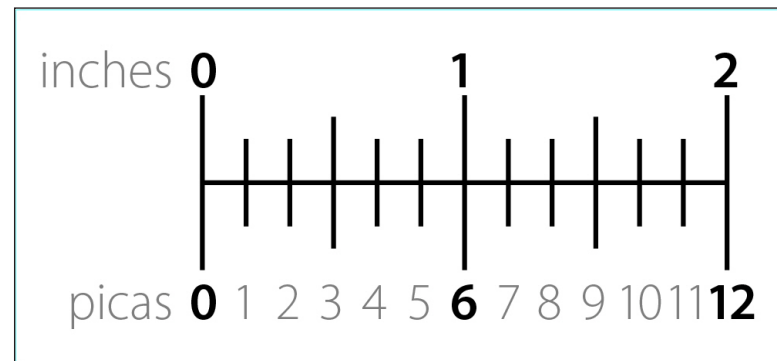
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9 points of Helvetica Bold Italic  
with 12 points of leading

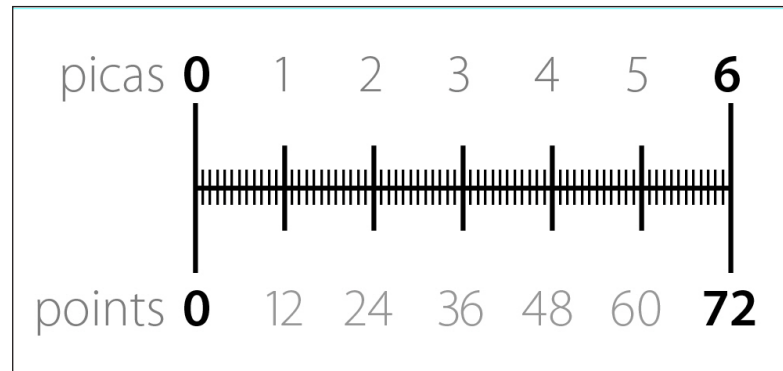
**9/12 Helvetica Bold Italic**



inches



points and picas



12 points  
equal 1 pica

6 picas  
(72 points)  
equal 1 inch.



*A typeface is measured from the top of the capital letter to the bottom of the lowest descender, plus a small buffer space.*




*In metal type, the point size is the height of the type slug.*

## **Make it bigger.** Paula Scher

*Amateur typographers tend to make their type too big. In contrast, experienced typographers tend to make it too small. Clients will often ask you to "Make it bigger."*

## *type measurements*

Type



A typeface is measured from the top of the cap to the bottom of the descender plus a bit of buffer

## *x heights*

X

X

X

X

X

adobe garamond  
pro

helvetica

bodoni

gill sans

georgia

x heights vary from typeface to typeface

32-PT SCALA

32-PT INTERSTATE REGULAR

32-PT BODONI

32-PT MRS EAVES

Do I look fat in this paragraph?

*These letters are all the same point size, but they have different x-heights, line weights, and proportions.*

When two typefaces are set in the same point size, one often looks bigger than the other. Differences in x-height, line weight, and character width affect the letters' apparent scale.

*Mrs Eaves, designed by Zuzana Licko in 1996, rejects the twentieth-century appetite for supersized x-heights. The font, inspired by the eighteenth-century designs of John Baskerville, is named after Sarah Eaves, Baskerville's mistress, housekeeper, and collaborator. The couple lived together for sixteen years before marrying in 1764.*

nice x-height

48-PT HELVETICA

48-PT MRS EAVES

*Bigger x-heights, introduced in the twentieth century, make fonts look larger by maximizing the area within the overall point size.*

Every typeface wants to know, "Do I look fat in this paragraph?" It's all a matter of context. A font could look perfectly sleek on screen, yet appear bulky and out of shape in print. Some typefaces are drawn with heavier lines than others, or they have taller x-heights. Helvetica isn't fat. She has big bones.

9/12 HELVETICA

Every typeface wants to know, "Do I look fat in this paragraph?" It's all a matter of context. A font could look perfectly sleek on screen, yet appear bulky and out of shape in print. Some typefaces are drawn with heavier lines than others or have taller x-heights. Mrs Eaves has a low waist and a small body.

9/12 MRS EAVES

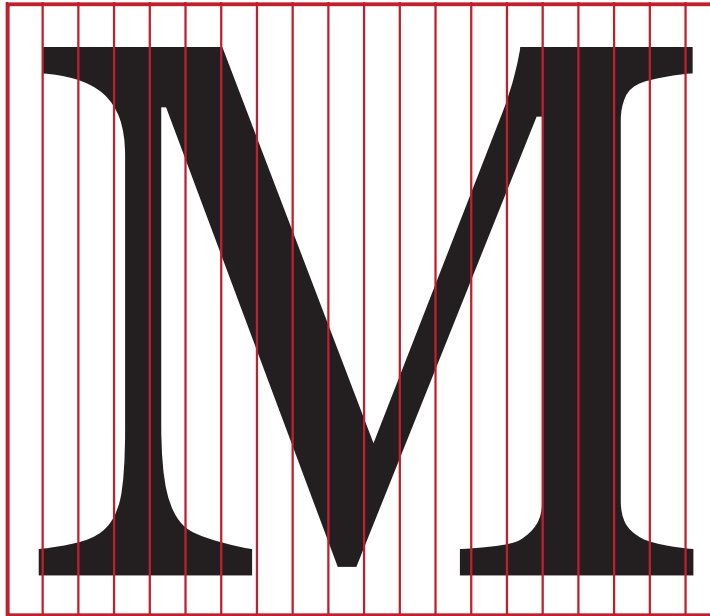
## *set widths*

horizontal measurement of the width of the letters is called the set width

it includes the body of the letter and a sliver of space that protects it from other letters

the set width is determined by the design of the letter and varies from typeface to typeface

the set width is measured in units

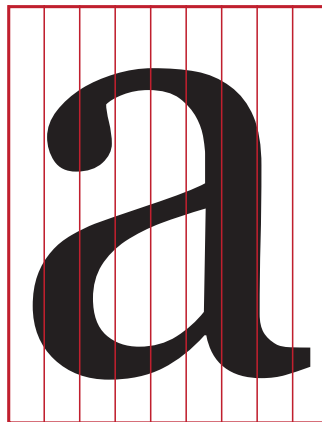


***above:***

The uppercase M is 20 units

***at left:***

The lower case a is 9 units



## set widths

measurement of the width of the letters is called the set width.

the set width is measured in units

width of letters varies from typeface to typeface

set widths affect how many characters will fit in a line which is measured in picas

e e e e e

adobe garamond  
pro

helvetica

bodoni

gill sans

georgia

m m m m m

adobe garamond  
pro

helvetica

bodoni

gill sans

georgia

Ebisquam ipsaeri busam, eos nihit veles vent  
auditassit earcit, quamusdae in non parum  
doluptusaes nis sume optatur ecestorehene  
am vel is assi cus aborrorit, te de dolores min  
con rerum que pe voluptur a velent explia  
dolupta sum eventot atempor mi, nis enimus  
dem aceptiam hiliqui duciisth ghjdfgnon  
cuptatibus aborepe rro

**Adobe Caslon 13/14 /20 picas wide**

Ebisquam ipsaeri bus sit tyuearcit,  
quamusdae in non hujdf yu partyrum  
hdolgrwedcfuptusaes nis sume fgo  
optatur ecestorehene am vel is assi  
cus aborrorit, te de dolores min con  
rerum que pe voluptur a velent explia  
dolupta quas voluptaspe non re omnis  
non et doma

**American Typewriter 13/14 /20 picas wide**



# *numbers*

123456789

**Lining Numerals**

I23456789

**Non- Lining Numbers  
or Old-Syle Numerals**

**Adobe Garamond Premier Pro / Numerals**

123456789

**Adobe Garamond Premier Pro / Tabular Lining**

I23456789

**Adobe Garamond Premier Pro / Proportional Oldstyle**

123456789

**Adobe Garamond Premier Pro / Proportional Lining**

I 23456789

**Adobe Garamond Premier Pro / Tabular Oldstyle**

123456789

**Adobe Garamond Premier Pro / Default Figure Style**

*type families*  
*weight / width / slope*

The naming convention is (generally) : **WEIGHT WIDTH SLOPE**

**Scout**

Scout Black

***Scout***

Scout Black Italic

**Scout**

Scout Condensed Black

***Scout***

Scout Condensed Black Italic

**Scout**

Scout Heavy

***Scout***

Scout Heavy Italic

**Scout**

Scout Condensed Heavy

***Scout***

Scout Condensed Heavy Italic

**Scout**

Scout Regular

***Scout***

Scout Regular Itali

**Scout**

Scout Condensed Regular

***Scout***

Scout Condensed Regular Italic

**Scout**

Scout Light

***Scout***

Scout LightItalic

**Scout**

Scout Condensed Light

***Scout***

Scout Condensed LightItalic

**Scout**

Scout Extra Light

***Scout***

Scout Extra Light Scout

**Scout**

Scout Condensed Extra Light

***Scout***

Scout Condensed Extra Light

**Scout**

Scout Thin

***Scout***

Thin Italic

**Scout**

Scout Condensed Thin

***Scout***

Scout Condensed Thin Italic

22/28 pt

**Advertising and design serve to amplify the value of useful things, *transforming functional tools into alluring FETISHES that promise to satisfy emotional as well as material needs.* A Eureka vacuum cleaner claims not only to sweep clean the rug, but to give its user all her heart desires.**

Bold

Italic

Jewel (Pearl)

Regular

14/18 pt

Scholars of religion use the word FETISH to describe objects that societies invest with the magical ability to control the forces of nature. *The witch's broom, a FETISH appearing in European folklore, is a cleaning tool employed for magical purposes; the witch is a dangerously bad housekeeper, a single woman with cobwebs in every corner.* KARL MARX borrowed the word **FETISH** to characterize the cult object of capitalism: **THE COMMODITY**, a product manufactured primarily to be sold, and only secondarily to satisfy a human need. The object becomes a **FETISH** as its functional role gives way to psychological incentives.

Jewel (Diamond)

Jewel (Crystal)

Caps

12/17 pt

The commodity FETISH speaks through advertising, packaging, styling, and brand name recognition. *The corporate personality invoked by a familiar brand image such as logos for Hoover or Maytag can raise the value of an appliance, regardless of its functional difference from other brands. Marx assigned a feminine personality to the commodity **FETISH** by describing the alluring, extra-functional features of the consumer product as “amorous glances” that solicit the inner hopes and passions of the buyer.* Freud used the word **FETISH** to name an object or body part that stands in place of a forbidden sex object. A foot or a shoe, a hand or a handbag—each can become the target of desire, invested with emotional significance.

Jewel (Sapphire)

# TYPE FAMILY: ADOBE GARAMOND

*Adobe Garamond was designed by Robert Slimbach in 1988.*

The idea of organizing typefaces into matched *families* dates back to the sixteenth century, when printers began coordinating roman and italic faces. The concept was formalized at the turn of the twentieth century.

The roman font is the core or spine from which a family of typefaces derives.

ADOBE GARAMOND REGULAR

*The roman form, also called “plain” or “regular,” is the standard, upright version of a typeface. It is typically conceived as the parent of a larger family.*

*Italic fonts, which are based on cursive writing, have forms distinct from roman.*

ADOBE GARAMOND ITALIC

*The italic form is not simply a mechanically slanted version of the roman: it is a separate typeface. Note that the letter a has a different shape in the roman and italic variants of Adobe Garamond.*

SMALL CAPS HAVE A HEIGHT THAT IS SIMILAR TO *the lowercase* X-HEIGHT.

ADOBE GARAMOND EXPERT (SMALL CAPS)

*Small caps (capitals) are designed to integrate with a line of text, where full-size capitals would stand out awkwardly. Small capitals are slightly taller than the x-height of lowercase letters.*

**Bold (and semibold) typefaces are used for emphasis within a hierarchy.**

ADOBE GARAMOND BOLD AND SEMIBOLD

*Bold versions of traditional text fonts were added in the twentieth century to meet the need for emphatic forms. Sans-serif families often include a broad range of weights (thin, bold, black, etc.).*

***Bold (and semibold) typefaces each need to include an italic version, too.***

ADOBE GARAMOND BOLD AND SEMIBOLD ITALIC

*The typeface designer tries to make the bold versions feel similar in contrast to the roman, without making the overall form too heavy. The counters need to stay clear and open at small sizes.*

A full type family has two sets of numerals: *lining* (123) and *non-lining* (123).

ADOBE GARAMOND REGULAR AND EXPERT NUMERALS

*Lining numerals occupy uniform units of horizontal space, so that the numbers line up when used in tabulated columns. Non-lining numerals, also called “text” or “old style” numerals, have a small body size plus ascenders and descenders, so that they mix well on a line with lowercase letters.*

A *type family* CAN BE faked by *slanting*, or **inflating**, or SHRINKING letters.

ITALIC      BOLD      SMALL CAPS

TYPE CRIME: PSEUDO ITALICS  
*The wide, ungainly forms of these skewed letters look forced and unnatural.*

TYPE CRIME: PSEUDO BOLD  
*Padded around the edges, these letters feel blunt and dull.*

TYPE CRIME: PSEUDO SMALL CAPS  
*These shrunken versions of full-size caps are puny*

# In Praise | of Minor | Differences

60 pt ITC Garamond  
Designed by Tony Stan, 1976

60 pt Adobe Garamond  
Designed by Robert Slimbach, 1989

60 pt Garamond Premier Pro Display  
Designed by Robert Slimbach, 2005

The quick brown fox ran over the lazy dog 2 or 3 times.

ITC Garamond

The quick BROWN fox ran over the *lazy* dog 2 or 3 (2 or 3) times.

Adobe Garamond

SMALL CAPITALS  
(ADOBE GARAMOND EXPERT)

ITALIC

LINING  
NUMERALS

OLD STYLE OR NON-LINING  
NUMERALS (ADOBE GARAMOND  
EXPERT)

The quick BROWN fox ran over the *lazy* dog 2 or 3 (2 or 3) times.

Garamond Premier Regular

The quick BROWN fox ran over the *lazy* dog 2 or 3 (2 or 3) times.

OPTICAL SIZES

Garamond Premier Display

The quick BROWN fox ran over the *lazy* dog 2 or 3 (2 or 3) times.

Garamond Premier Caption

Differences

56 pt ITC Garamond

Differences

56 pt Adobe Garamond

Differences

56 pt Garamond Premier Regular

3.8917 INCHES

Differences

56 pt ITC Garamond

3.3417 INCHES

Differences

56 pt Adobe Garamond

Differences

56 pt Garamond Premier Regular

A word set in ALL CAPS within running text can look big and bulky, and A LONG PASSAGE SET ENTIRELY IN CAPITALS CAN LOOK UTTERLY INSANE. SMALL CAPITALS are designed to match the x-height of lowercase letters. Designers, enamored with the squarish proportions of true SMALL CAPS, employ them not only within bodies of text but for subheads, bylines, invitations, and more. Rather than MIXING SMALL CAPS WITH CAPITALS, many designers prefer to use ALL SMALL CAPS, creating a clean line with no ascending elements. InDesign and other programs allow users to create FALSE SMALL CAPS at the press of a button; these SCRAWNY LETTERS look out of place.



JACQUES DERRIDA's theory of *deconstruction* asks how representation inhabits reality. How does the external image of things get inside their internal essence? How does the surface get under the skin? WESTERN CULTURE since PLATO has been governed by such oppositions as *inside/outside* and *mind/body*. If writing is but a copy of spoken language, typography is even further removed from the primal source of meaning in the mind of the author. Typography includes not only the letters of the alphabet but also numerals (1, 2, 3, 7, 8, 9 or 1, 2, 3, 7, 8, 9). DERRIDA used the term *grammatology* to name the study of writing as a distinctive form of representation.

# WIDE LOAD

*The set width is the body of the letter plus the space beside it.*

# TIGHT WAD

*The letters in the condensed version of this typeface (Interstate) have a narrower set width.*

**W I D E   L O A D**

# TIGHT WAD

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**TYPE CRIME:**

**HORIZONTAL OR VERTICAL SCALING**

*The proportions of the letters have been digitally distorted in order to create wider or narrower letters. This senseless torture alters the line weights of the font as well as its proportions.*

*body vs display*

# Headline Type should be set in Display Faces

**The Sans Bold**  
**48/51**

Body Text. Ad moluptur sum net volorer itassit volore posaperum reiunde lescia videllisse liqui ut et, tem volor magnis ulpa conemol ecaessit, is repudis autatem re que volupta tioreperum eatur? Velendia dendam quid quis sunt. Xerro occus excearum inim que et, etur alignih illuptatur? Dolupta turibustis et ilit aut optibus.

Ribus corum qui digenit et et ullabo. Pelia volore, is assero iscid mo voluptatur? Equat que eatibus qui dunt quia qui delit officillabo. Ximinvelit hictem sedit quianissum ut atus etusapid molum simet aliqui volum hicideles eture iur?Os aliquatori blamusae eatur se poressimusa dipicius et dolest, ullacit enis maximossita quossum veles que voluptae. Nam utemporist lit, eos ra is eatur magnit eic to dit, cusante vellic temolum deles alia arcilla ccullabo. Solo idi de prat utatur? Fugit ut idessunt vellaborum aut voluptatur?

**Adobe Garamond**  
**12/18**

*type case*



*california job case*

**LAYOUT OF CALIFORNIA JOB CASE**

ff	fl	z	z	'	k		1	2	3	4	5	6	7	8	\$		Æ	Œ	æ	œ		
j	b	c	d	e			i	s	f	g	ff	9			A	B	C	D	E	F	G	
?											fi	0			H	I	K	L	M	N	O	
!	l	m	n	h			o	y	p	w	,		EM SPACES	EM QUADS	P	Q	R	S	T	V	W	
z																						
x	v	u	t	3-EM SPACES			a	r		;	:		2-EM AND 3-EM QUADS		X	Y	Z	J	U	&	ff	
q										.	-											

Equipment and Supplies for ...

- LETTER PRESS
- OFFSET
- COMPOSING ROOM
- BINDERY

**GLOBE**  
printers supply, inc.

