

Font Management & Measuring Type

The more we work with fonts in general, the more fonts we will naturally have on our machines. It's just part of the game. Going forward, we will need to manage our fonts to keep things organized. We must also know how to deal with fonts and install them.

Web designers, graphic designers, creative directors, print and publishing pros and many more, use font management software to:

Organize and sort fonts and font collections

Preview and compare fonts

Deal with duplicate fonts, delete fonts

Install fonts

Manage licenses for fonts

Share fonts

Mac Font Management

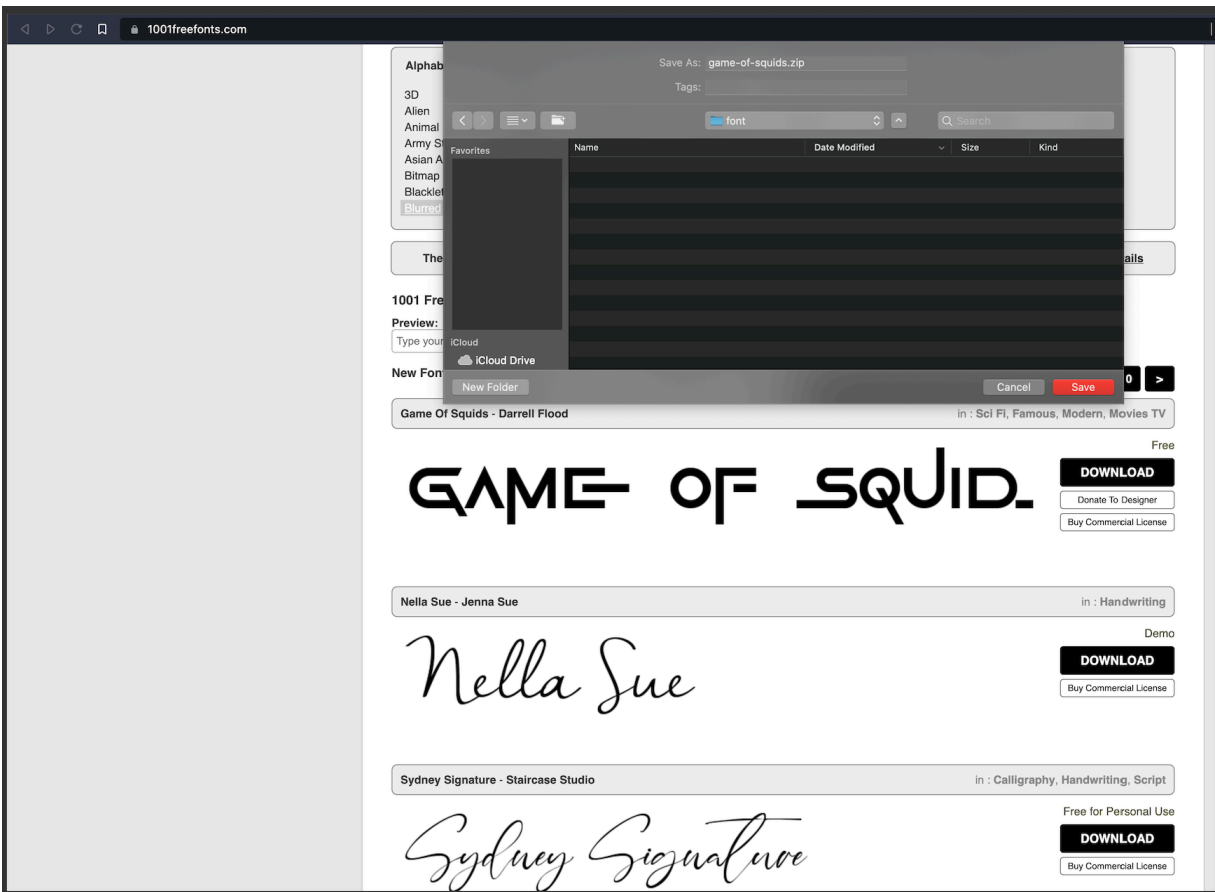
If you are on a Mac. The default font manager will be Font Book.



With this software, you can manage all of your fonts as well as create collections and more.

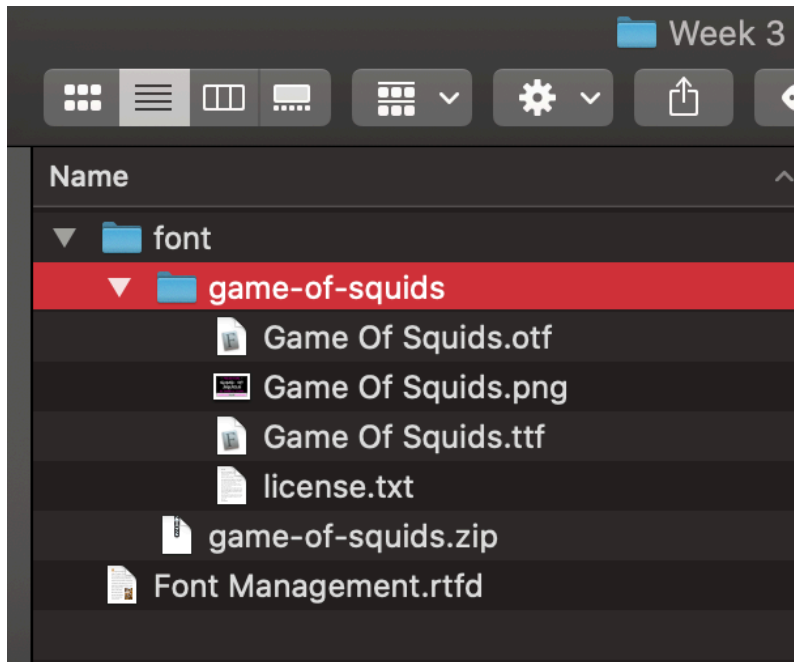
Installing fonts:

First download a font to your HD.



Once downloaded, unzip the file. Once unzipped you will see the font files in .otf or .ttf

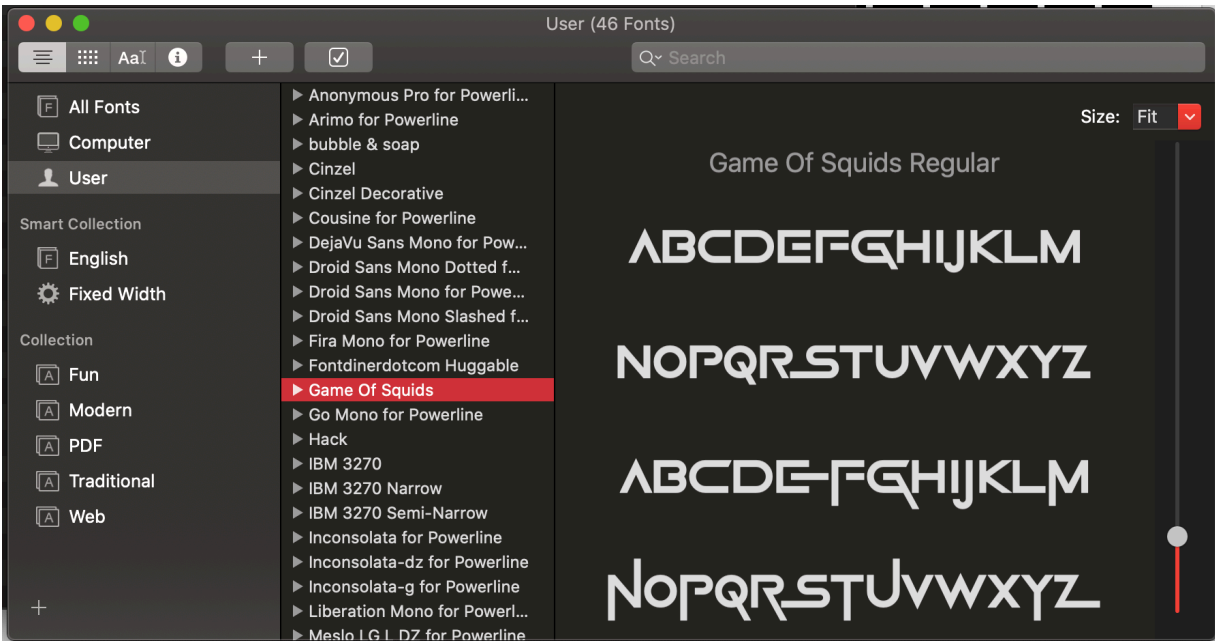
format. Fonts can also be in .woff format. You do not need to install both.



Double click the font file and Font Book will open to install the font.



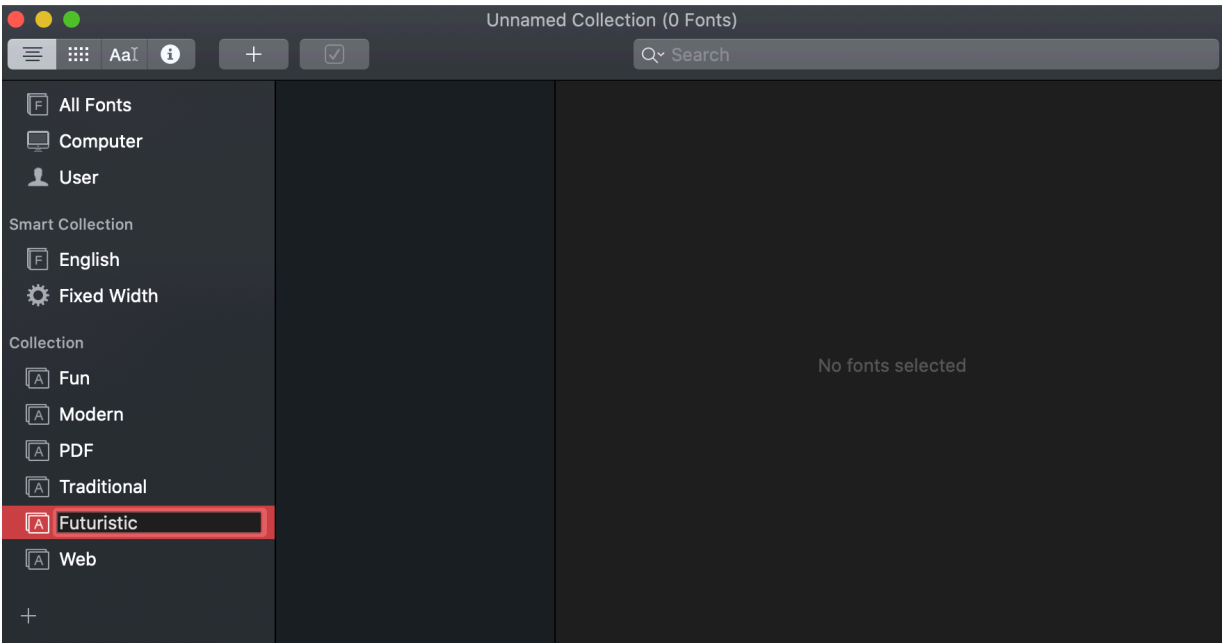
Click "Install Font"



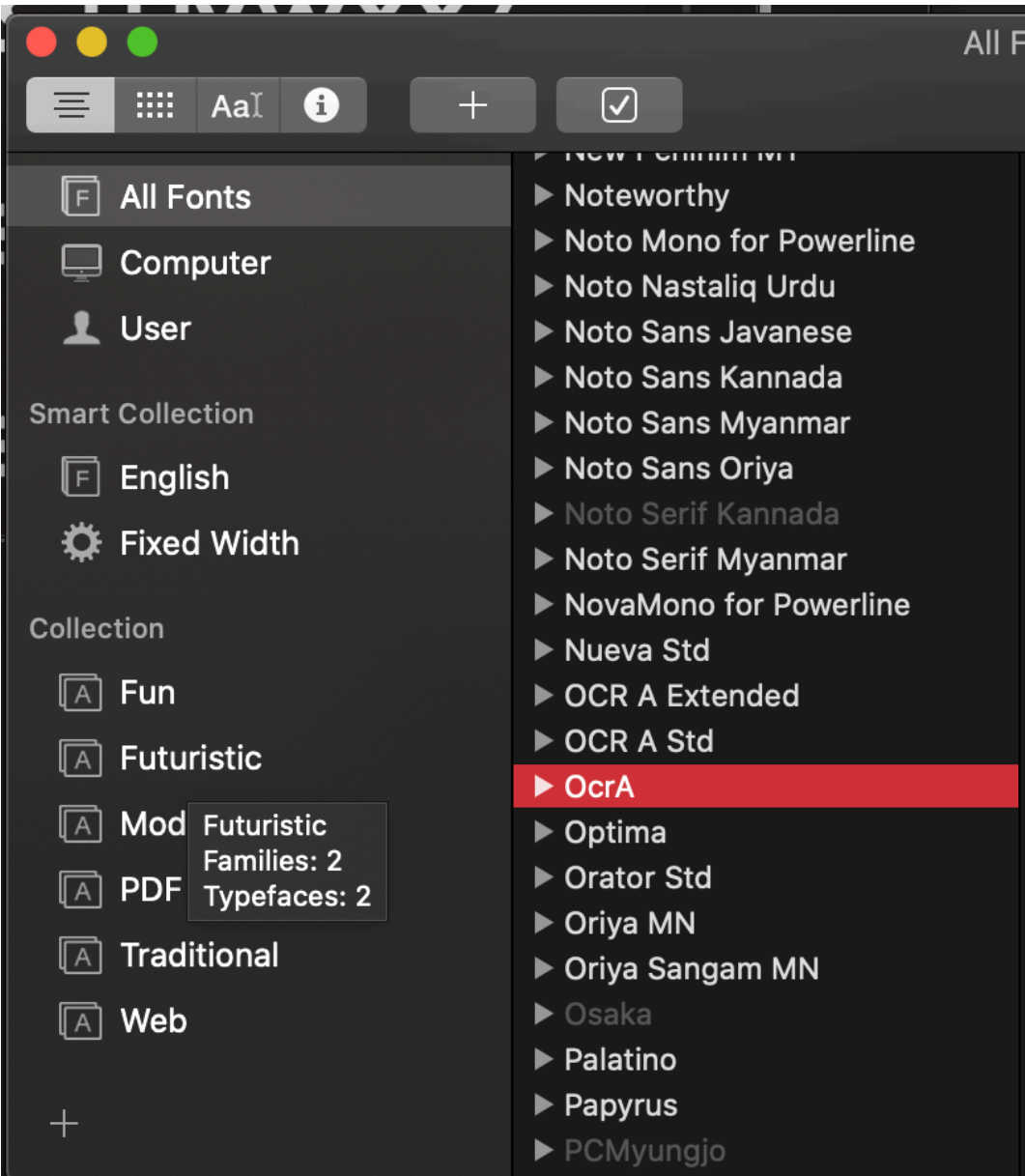
Once you click to install font it will install and Font Book will update.

Creating Font Collections

In Font book we can create font collections. To create one simply click the plus button at the bottom left and name the collection.



Once you have created the collection you can drag and drop any font into the collection.

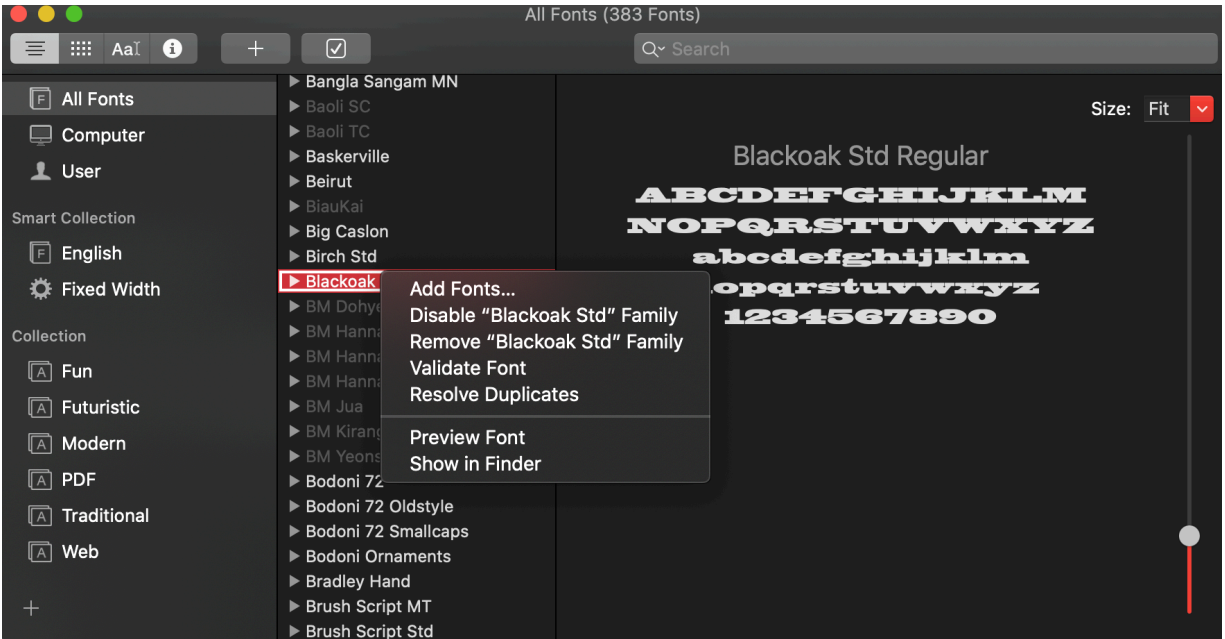


Once you drag and drop some fonts into the collection they will be displayed when you click on that collection.



More management tools

If you right click on a font you will see a sub-menu:



Here you can accomplish various tasks such as:

Disabling fonts

Removing fonts

Validate fonts

Resolve duplicate fonts

Preview a font

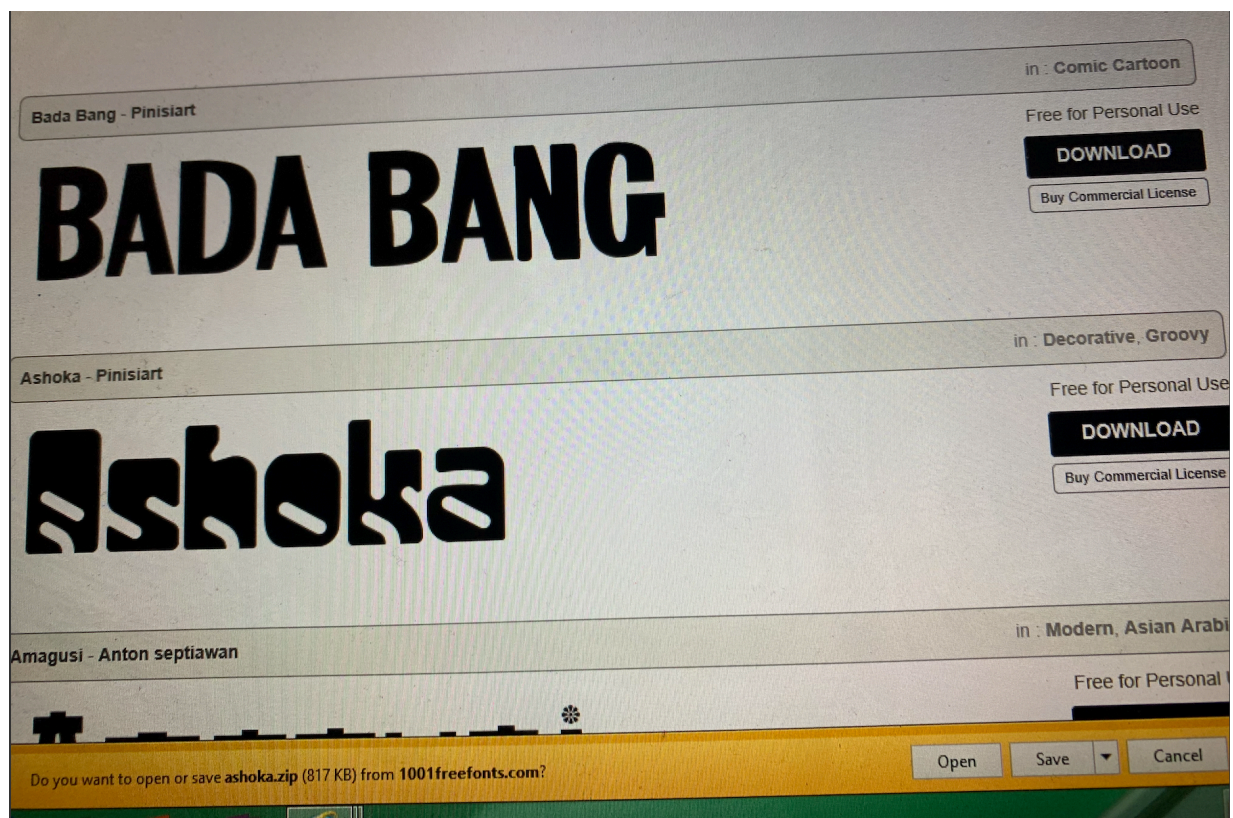
Show a font in the finder

Font management on Windows

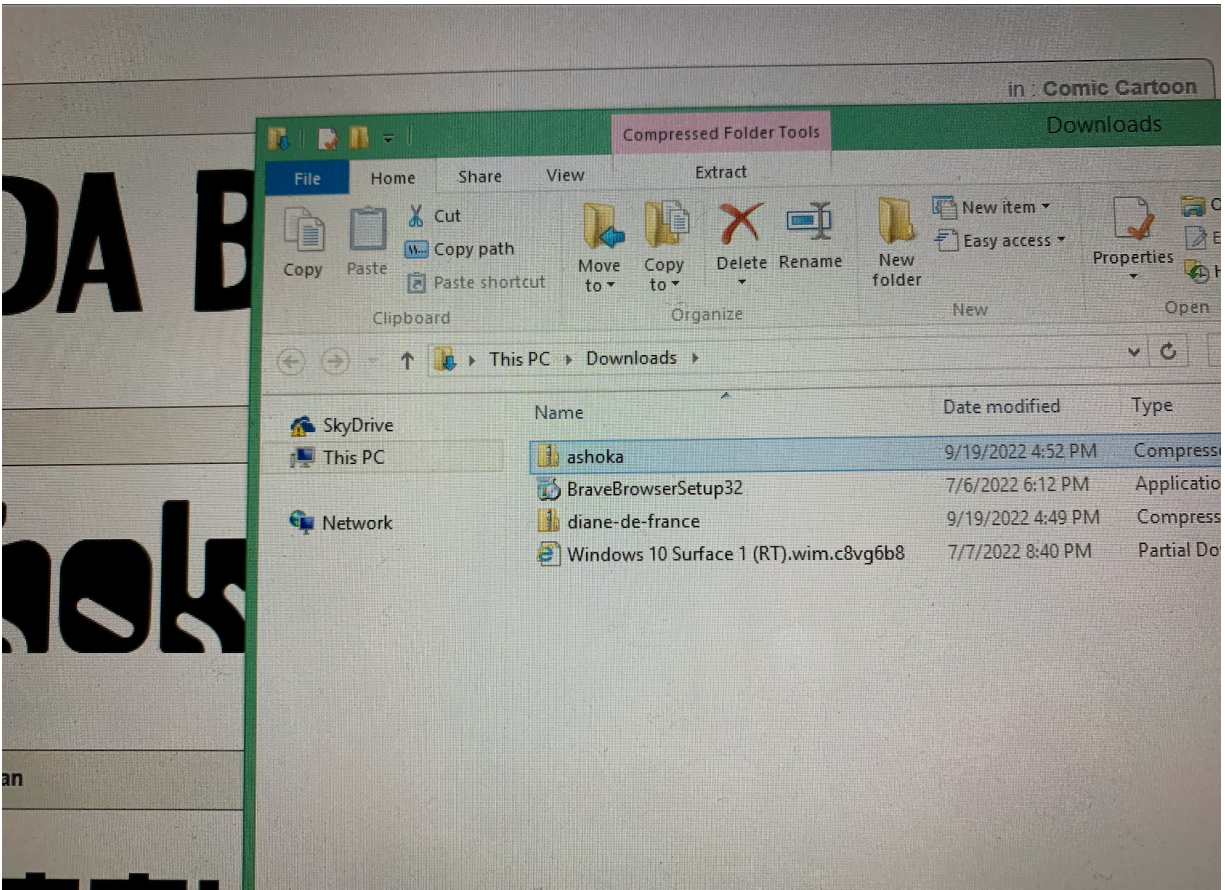
On windows the default font management is done with Font Viewer.

Similar to Mac OS, to install a font:

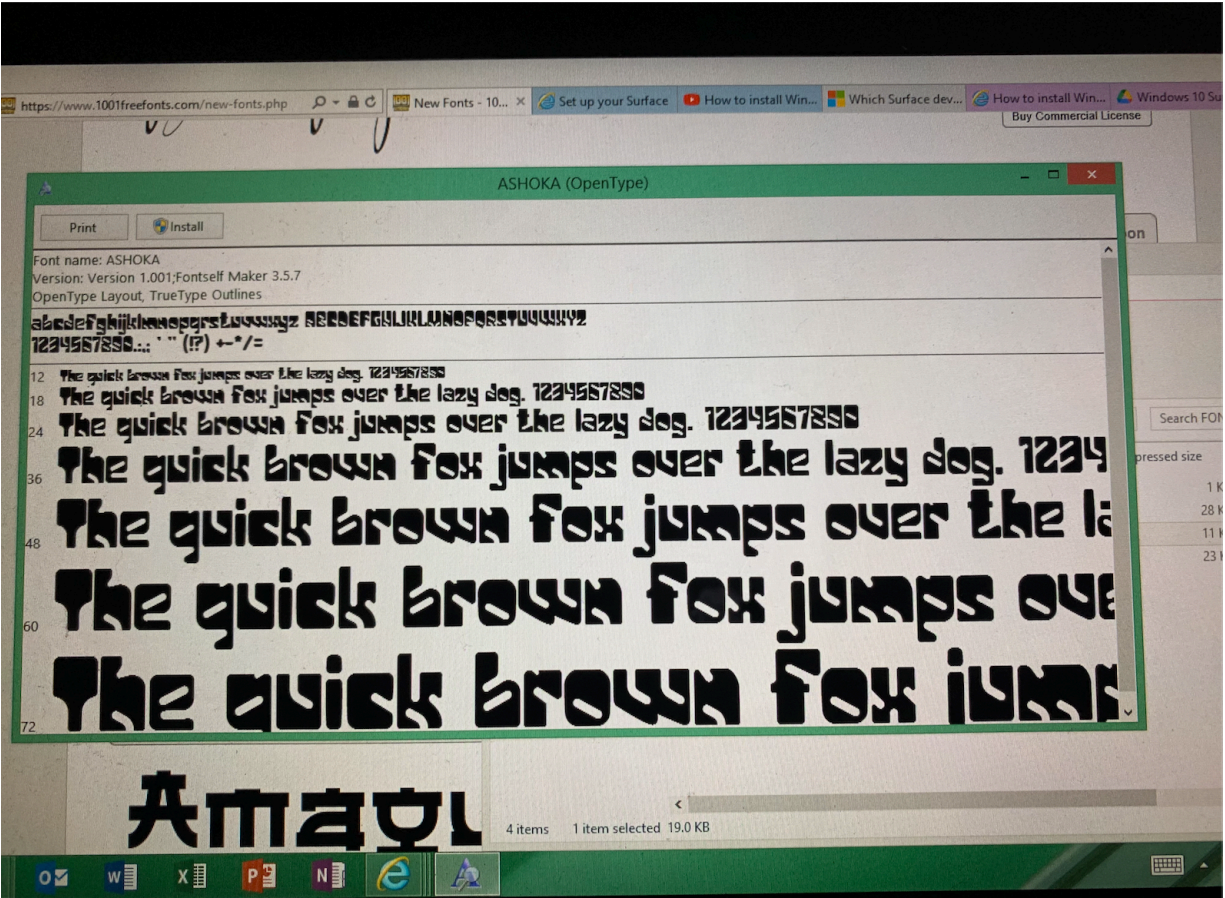
Download the font to your computer.



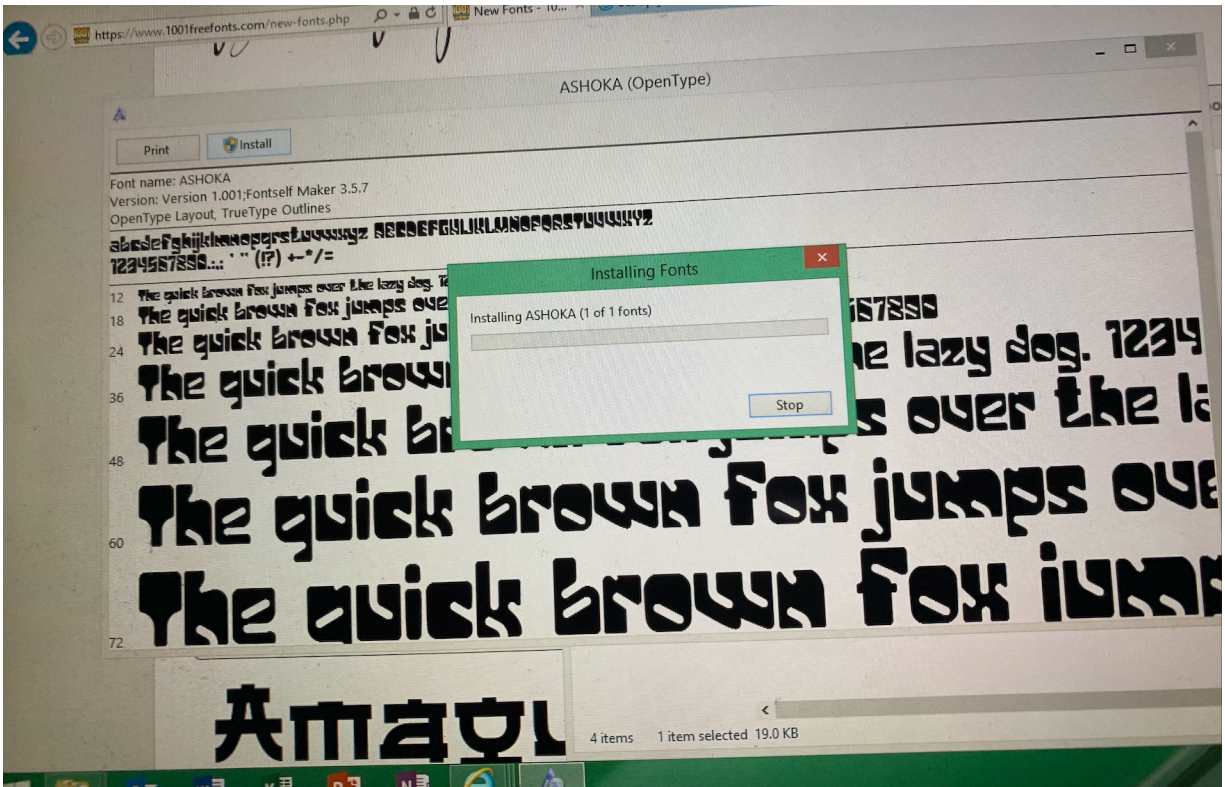
Once saved, unzip the file and open it.



When you click on the fonts file it will open the Font Viewer

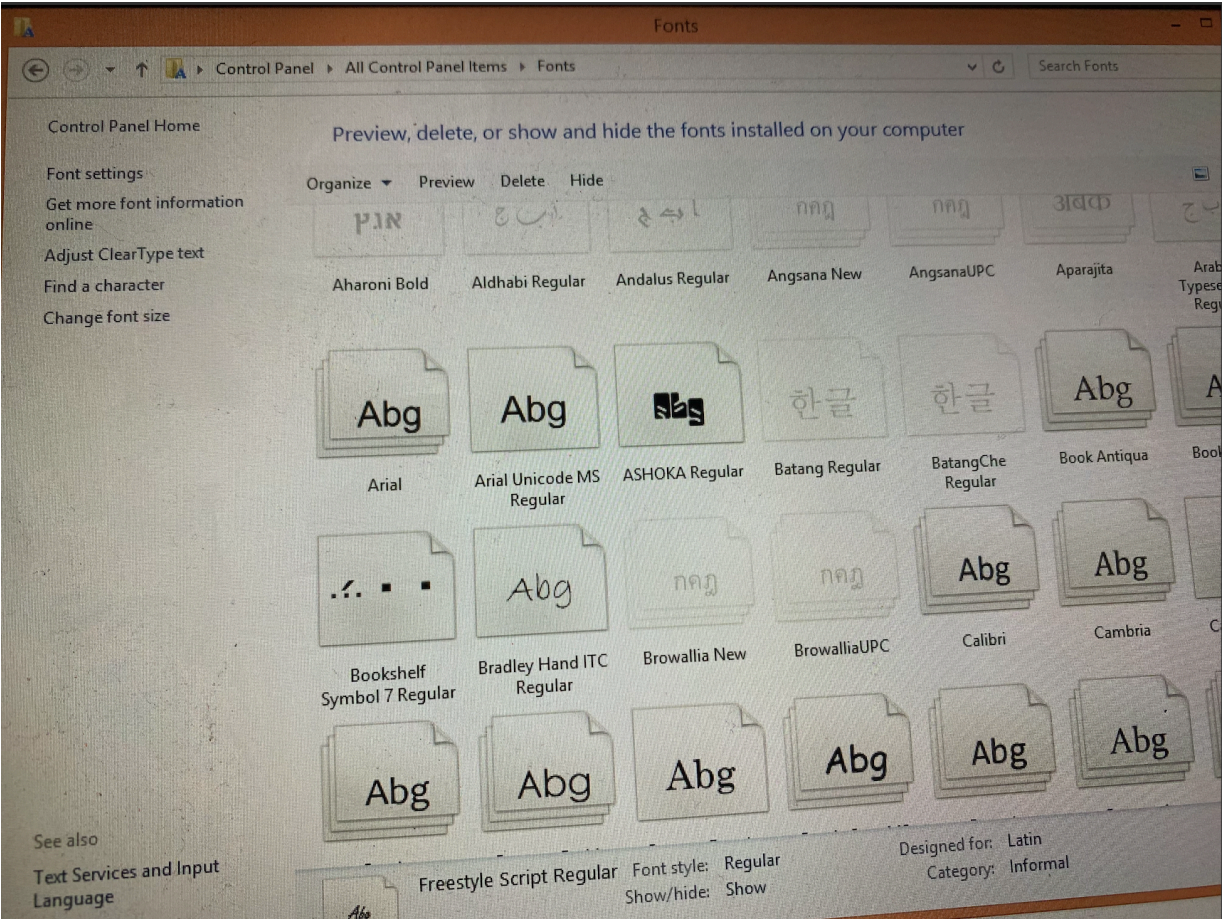


Click "Install"



Now your font will be installed.

If you go to: Control Panel > Fonts you can delete fonts, view fonts and general manage your fonts installed on your machine.



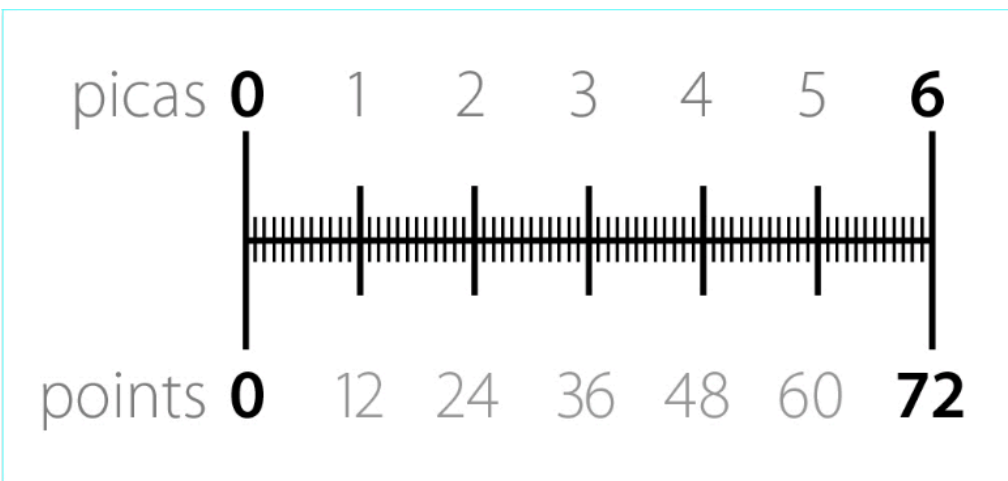
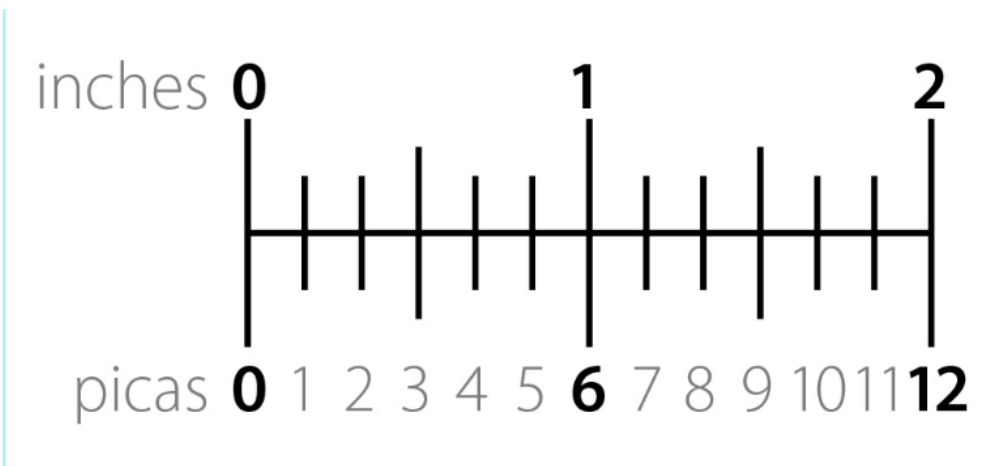
Measuring Type

There are a few ways we measure type. Depending on what we are designing/developing we might use different units of measure in more or less cases.

Points - A very common unit of measure is points. Points AKA pt are measured by

height of the lettering. There are approximately 72 points in an inch. So 72 point font should be about an inch high.

Picas - Less common. One pica is 12 points



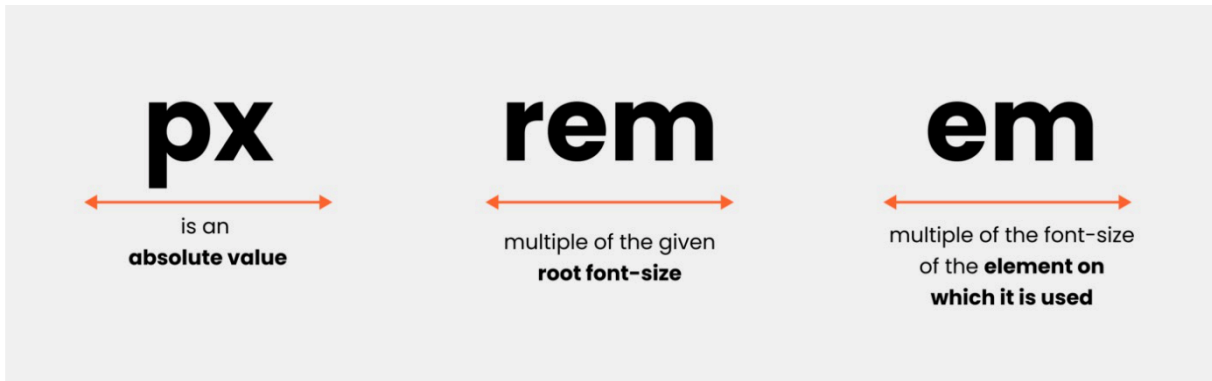
EM - EM are a relative unit of measure. Meaning the fonts size is = to something

else. IE a default size of the element on which it is used. So of the default size of a particular font is 12pt, 1em would = 12pt. Em's are multipliers so 2em in this case would = 24pt.

Points	Pixels	Ems	Percent	Keyword	Default sans-serif
6pt	8px	0.5em	50%		Sample text
7pt	9px	0.55em	55%		Sample text
7.5pt	10px	0.625em	62.5%	x-small	Sample text
8pt	11px	0.7em	70%		Sample text
9pt	12px	0.75em	75%		Sample text
10pt	13px	0.8em	80%	small	Sample text
10.5pt	14px	0.875em	87.5%		Sample text
11pt	15px	0.95em	95%		Sample text
12pt	16px	1em	100%	medium	Sample text
13pt	17px	1.05em	105%		Sample text
13.5pt	18px	1.125em	112.5%	large	Sample text
14pt	19px	1.2em	120%		Sample text
14.5pt	20px	1.25em	125%		Sample text
15pt	21px	1.3em	130%		Sample text
16pt	22px	1.4em	140%		Sample text
17pt	23px	1.45em	145%		Sample text
18pt	24px	1.5em	150%	x-large	Sample text
20pt	26px	1.6em	160%		Sample text
22pt	29px	1.8em	180%		Sample text
24pt	32px	2em	200%	xx-large	Sample text

26pt	35px	2.2em	220%	Sample text
27pt	36px	2.25em	225%	Sample text
28pt	37px	2.3em	230%	Sample text
29pt	38px	2.35em	235%	Sample text
30pt	40px	2.45em	245%	Sample text
32pt	42px	2.55em	255%	Sample text
34pt	45px	2.75em	275%	Sample text
36pt	48px	3em	300%	Sample text

REM - REMs are similar to EMs but instead of the relative element being its closest ancestor, the relative element is the HTML element (root element).



Advantages of Em's and Rem's

Px, CM or any other static unit of measure is locked to what it is. If you set a font to a certain px amount, that's all it will ever be.

Em's and Rem's are more fluid and this grants extra functionality. A user can adjust the browser's font size for accessibility but this will only work if the font size is set in a fluid unit of measure.