

Setting type in InDesign

Character Formatting

InDesign does not allow the user to highlight words and then click a button with the letter *I* for italic or a **B** for bold. It allows you to choose the real italic or real bold weights of the font you have selected.

Look at the options available in the Character Formatting Controls on the Control Palette. Click the arrow at the right of the type box and a list drops down showing you the available typefaces, and the type of each. The right-slanting *O* indicates Open Type, the **T** indicates TrueType, and the red script *a* indicates an *Adobe* postscript typeface.

Uses of Italic type

Italic types are not simply slanted versions of the regular font but are specifically designed by the type designer. Italics are used commonly for titles of books, films, magazines, or for phrases or terms you want to set off or differentiate from the rest of the text.

Uses of Bold type

Bold type is most often used in headings and subheads.

Uses of Underlining

Underlining should not be used, as it was in the past, for emphasis. Since bookmarks and hyperlinks are underlined, underlining for emphasis can cause confusion.

This typeface is Arial 14 point. In the document typesetting program, InDesign, when you select a point size for a font, a leading of approximately 120 percent is added, which makes the measurement from baseline to baseline 16.8 points.

Font sizes and leading

If you look at a selection of fonts, some look bigger than others, even if they are all in the same point size. Point size is a vertical measurement. Look at text, for example, that with its leading measures 12 points from baseline to baseline. Since one inch equals approximately 72 points, 12 points divided by 72 points equals approximately one-sixth of an inch. Therefore, such text will give you approximately six lines of text per inch.

Most body text is set with serif typefaces, which some believe assists the eye in reading lines of type. The typeface in the headings on this page is Arial, a sans serif font (sans serif means without serifs).

In setting text in a program such as *InDesign*, you need to be aware of leading. Leading is the space between the lines of type, and all body text is more readable if it is set with leading greater in value than the point size of the text. For example, 12-point type set with a 14-point leading will measure from baseline to baseline 14 points.

This extra space will prevent the descenders from one line bumping into the ascenders of the text line following. The following picture shows cap height, ascender, baseline, descender, and serif.

