

DES 320 Drafting & Sketching for Design

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Last revision: January 25, 2022

LETTERING LESSON

Introduction

Lettering is one of the first basic skills that every drafter needs to develop. It is used in the drawing process to indicate dimensions and other notes to detail the drawing for the production of a product. As far back as the 1800s, the drafting industry, known as the American National Standards Institute (ANSI), adopted a standardized alphabet style called gothic single-stroke lettering and it has been the standard ever since. It is important to be able to conform to the standard so that your work is uniform, consistent and readable by other people in the industry.

Intent

After completing this lesson, you should be able to think of lettering as individual art projects, each letter as one project. You should be able to take your time to form each letter properly and learn the proper strokes in order to letter professionally just like any other drafter.

Supplies

1. 5.5" x 7.5" bond paper with letter height guide lines
2. Drafting board
3. Drafting tape
4. Eraser & erasing shield
5. Mechanical pencils with medium and soft lead (2H & HB)
6. Wood pencils with hard and soft leads (4H, 2H, HB)
7. T-square (18" length)

Note: this lettering exercises courtesy of **Prof. Robert Natata**, School of Design, FSU.

Worksheet & References

Lettering website:

<https://res.trogu.com/drafting/lettering/lettering.html>

- Lettering worksheet: Vertical Lettering for capitals and numerals
- Sample image to copy showing the ANSI (Gothic) lettering
- Sample image to copy showing architectural lettering

LETTERING PRACTICE 1

ANSI Lettering Worksheet

Turn in the Vertical Lettering worksheet of capitals and numerals with perfectly formed dark gothic letters. Letter your name neatly in all caps in the title block.

Trace big letters first, then copy the big sample letters twice, in the space provided next to the letter. Use a thick line so that each letter is clearly visible from the guidelines.

Match the width and spacing of each word on the bottom half of the sheet. Use a medium or thick line.

Instructions

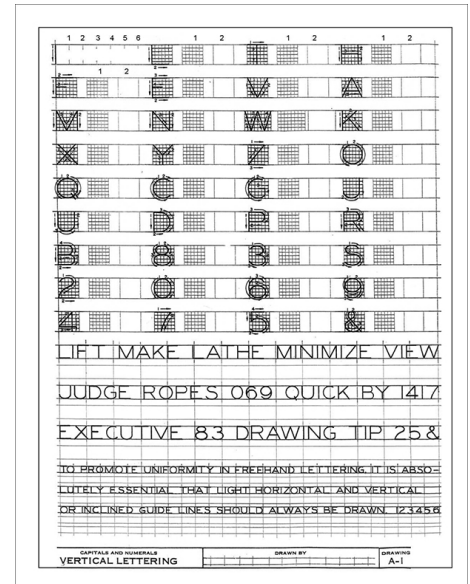
Print out the Vertical Lettering worksheet from this website:

<https://res.trogu.com/drafting/lettering/LetterANSI.pdf>

Watch the video introduction to lettering in the web site.

Study the proportions and line strokes for each letter before starting. Use dark lines with thin or medium line weight for the small, 1/8" high, letters.

Correctly align your worksheet on your drafting board with your T-square then tape it down.



Start your lettering at the top of the worksheet beginning with the letter "I." Draw a perfectly vertical line using a small straight edge. Use a dark, thick line to make the letter show up clearly. Letter it six times using a down stroke as indicated in the sample.

Draw the remaining big letters in the top row. Letter the L in the grid provided to match the exact proportions as the sample letter L. Follow the stroke order indicated. Again, use dark medium or thick lines and a small straight edge for the vertical lines. Letter it a second time in the blank space next to the grid. Repeat the procedure for the rest of the big letters.

Copy the words in the bottom half of the worksheet while maintaining the same spacing between letters and word.

LETTERING PRACTICE 2

ANSI Lettering Practice

Turn in the 5.5" x 7.5" lettering guide sheet with a paragraph of perfectly formed dark gothic letters in all caps.

Copy the text from the sample which contains the definition of comprehensive layout. Match the width and spacing of each word.

Use dark lines with thin (.3mm) or medium (.5mm) line.

Instructions

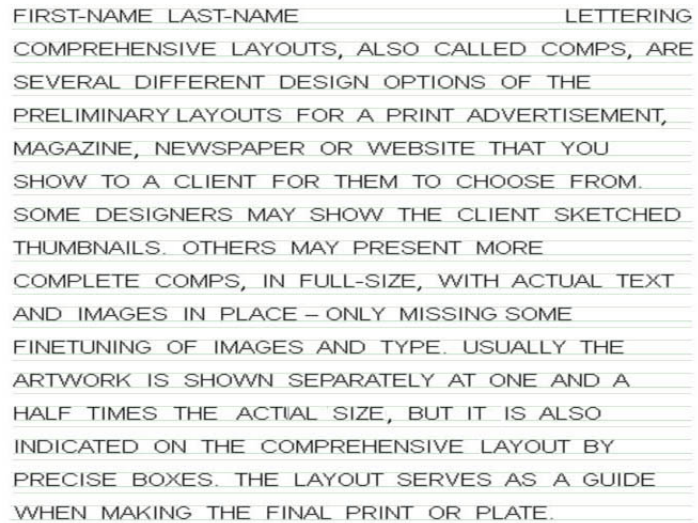
Print out the gothic lettering sample image from the class website:

<https://res.trogu.com/drafting/lettering/LetterParagraphANSI.jpg>

Study the proportions and line strokes for each letter before starting. Use dark lines with thin or medium line weight for the small, 1/8" high, letters.

Position the lettering guide sheet so that the guide lines are horizontal. The first two sets of lines at the top of the sheet should be 1/8" spacing with a smaller spaced line below. Correctly align your worksheet on your drafting board with your T-square then tape it down.

Letter your name neatly at the top of the sheet. Copy the paragraph sample with the definition of comprehensive layout. Draw perfectly vertical lines for each letter using a small straight edge. Match each line of text in the sample word for word on your sheet.



FIRST-NAME LAST-NAME LETTERING
COMPREHENSIVE LAYOUTS, ALSO CALLED COMPS, ARE
SEVERAL DIFFERENT DESIGN OPTIONS OF THE
PRELIMINARY LAYOUTS FOR A PRINT ADVERTISEMENT,
MAGAZINE, NEWSPAPER OR WEBSITE THAT YOU
SHOW TO A CLIENT FOR THEM TO CHOOSE FROM.
SOME DESIGNERS MAY SHOW THE CLIENT SKETCHED
THUMBNAILS. OTHERS MAY PRESENT MORE
COMPLETE COMPS, IN FULL-SIZE, WITH ACTUAL TEXT
AND IMAGES IN PLACE - ONLY MISSING SOME
FINETUNING OF IMAGES AND TYPE. USUALLY THE
ARTWORK IS SHOWN SEPARATELY AT ONE AND A
HALF TIMES THE ACTUAL SIZE, BUT IT IS ALSO
INDICATED ON THE COMPREHENSIVE LAYOUT BY
PRECISE BOXES. THE LAYOUT SERVES AS A GUIDE
WHEN MAKING THE FINAL PRINT OR PLATE.

LETTERING PRACTICE 3

Architectural Lettering Practice

Turn in the lettering guide sheet with a paragraph of consistently formed dark architectural letters in all caps.

Copy the text from the sample which contains the definition of dummy layout. Match the word count in each row to the sample.

Use dark lines with thin or medium line.

Instructions

Print out the architectural lettering sample image from the class website:

<https://res.trogu.com/drafting/lettering/LetterParagraph-Arch.jpg>

Study different styles of architectural lettering:

<https://res.trogu.com/drafting/lettering/ARCHLETTRSAMP.pdf>

Review line strokes from the previous lettering exercise. Copy the paragraph sample with the definition of dummy layout using architectural lettering.

Repeat the instructions from the previous Gothic lettering exercise for taping down your work, drawing vertical lines and matching each line of text.

