

WORKING WITH TYPE IN ILLUSTRATOR

In Illustrator you can create text in three different ways.

- **Point Type** – is a horizontal line of text that is independent and expands or shrinks as you edit it but does not wrap to the next line. Text entered this way is useful for a headline or a few words.
- **Area Type** – uses boundaries of an object to control the flow of the text horizontally and vertically. This is the way to enter text to create a paragraph(s).
- **Type on a Path** – The text created flows along the edge of an open or closed path in the direction of the path.

1. Creating Point Type

- Open 06start_1.ai, View Smart Guides and go to Window>Workspace>Essentials.
- Go to File .> Save As > 06_LastName_Type.ai
- Select the Zoom tool (Z) from the Tool Box and drag a marquee round left last yoga position.
- Click once with the Type Tool to create Point Type. Set “**info@transformyoga.com**”
- With Selection Tool click on text, shift click on yoga position, then click on yoga position again to allow it to become key object. Chose Center Align on the Control Panel.
- Click off selections in black area to deselect.

2. Creating Area Type

- Cmd 0 to fit artboard on the screen.
- Use the Zoom Tool (Z) to move into the area you want to create the Area Type above first yoga figure.
- Drag a box with the Type Tool on top of the yoga figure.
- Place your cursor inside the box and type the address information., 1000 Lombard Ave., return key, Central, Washington. Make sure the alignment is to the left and about ¼ inch from the left side.

3. Importing a text file

- Choose type tool from the toolbox. View > Smart Guides.
- Click and drag from the upper left corner to lower right to create a text box following the guides.
- Choose File > Place. Navigate to file 06copy.txt and choose place.
Text files will usually be saved with the extension .txt
- The Text Import Option window appears offering additional options that can be set before importing text.
- Select all the text, Cmd A and change its color to white on the Control Panel.

- Center only the headlines using alignment on the Control Panel (or Cmd Shift C). Change the color of “Transform Yoga” and make it larger with Control Panel or keyboard shortcut Shift Cmd and the Greater than Arrow (>).

Type can be copied and pasted from another file, but formatting can be lost when it is pasted.

4. Creating columns of text

- If the text is no longer selected reselect it. (Command A)
- Choose Type > Area Type Options. You are offered various options for the selected text.
- **Number** specifies the numbers of rows and columns you want. Change it to two columns.
- Undo your action by pressing Cmd Z (Undo).

5. Understanding Text Flow

- Go to the Status Bar and click Next to move to artboard two. Cmd 0.
- Press D to reset the default colors in the Tool Box – white fill and black stroke.
- Create a type area box by selecting Rectangle tool and clicking. **Do not click and drag.**
- Select the type tool and cross over the edge of the text box you have created. The text insertion point swells (or becomes curved) indicating that when you click, the text cursor will appear inside the shape.
- With the cursor still active in the shape, choose File > Place. Place the Microsoft Word file with the .doc extension. Text import options appear. Be sure to check the box remove text formatting.
- Click OK and the text appears in the shape.

6. Working with Overflow Text, Text Reflow and Threading Text

- Click on the Selection Tool and notice each area type object contains an inport and an output, which enables you to link to other objects and created linked copy of the type object. A red plus sign in an out port indicates that the object contains additional text.
- With the Selection Tool click once on the red output to load the text.
- Drag a new box where you want the additional text to go. Arrow indicates link.
- File > Save.

7. Resize type Objects

- To resize the boxes you must unthread the text. With the selection tool selected, double-click the output to break the thread.
- Use the Selection Tool to resize the text box by dragging on the handles.
- Reload the text by clicking the output and then click again to create another text box.
- You can break threads and have the text flow into either the first or the next object, or you can remove all threads and have the text stay in place.

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NOTES:

- To release an object from a text thread choose Type > Threaded Text > Release Selection. The text flows into the next object.
- To remove all threads, choose Type > Threaded Text > Remove Threading. The text stays in place.

8. Resizing the Text Area

- Create a blank new file 8.5 x 11. Create an area Text Box and place one of the text files into the box.
- Use the Selection tool to drag a handle on the bounding box. Drag the handle on the middle of the right side so that area changes in size.
- Use the Direct Selection tool to drag on a corner anchor point and create a unique shape. This method is easier to use when View > Hide bounding Box is selected.

9. Changing Text Attributes

- Make sure all the text is selected with the Type Tool. (Command A).
- Change the font of the selected text in the Control panel. Click the right arrow to view the drop down list.

ALTERNATE METHODS

- Choose Menu > Type > Font and select the type face you desire.
- Click and drag over the Font Name in the Font text field in the Control panel. Type the new font name you desire.

OpenType – If you send files back and forth between PC and Macs (cross-platforms) you should be designing in OpenType format, developed by Adobe and Microsoft.

10. Changing Font Size and Font Color

- Select the type “Transform Yoga Sale.” Click twice to select a word, three times to select an entire paragraph.
- Size – In the Control panel, choose a preset Font size from the pop-up window, or click the up and down arrows, or use keyboard shortcut Shift Cmd Greater or Less than arrows.
- Color – Click the Fill color in the Control panel. When the Swatches panel appears choose the new color.

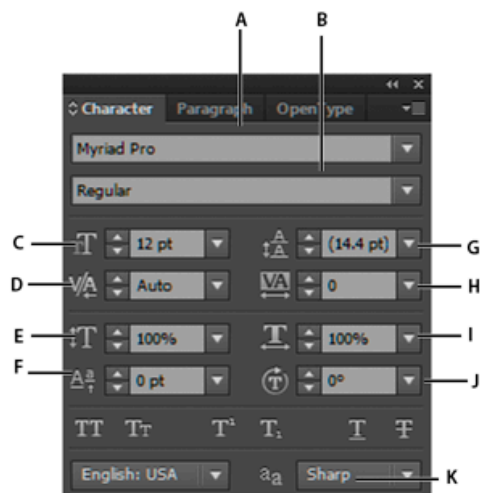
11. Changing Additional Text Attributes

- Click on the work Character on the Control Panel or go to Window > Type > Character (Cmd T). In the Character panel you can change font name, font style, font size, kerning (space between letters), horizontal scale, baseline shift, underline and strikethrough, language, leading (space between lines), tracking (space between words), vertical scale and rotation.

Character panel overview

You use the Character panel (Window > Type > Character) to apply options for formatting individual characters in your documents. When type is selected or when the Type tool is active, you can also use options in the Control panel to format characters.

For a video on working with character and paragraph styles, see www.adobe.com/go/vid0047.



Character panel

A. Font B. Font Style C. Font Size D. Kerning E. Horizontal Scale F. Baseline Shift G. Leading H. Tracking I. Vertical Scale J. Character Rotation K. Language



A. Font B. Font Style C. Font Size D. Align left E. Align center F. Align right

By default, only the most commonly used options are visible in the Character panel. To show all options, choose Show Options from the options menu. Alternatively, click the double triangle on the panel's tab to cycle through the display sizes.

12. Changing Paragraph Attributes

- Create a paragraph and fill it with text.
- Click the “Paragraph” in the Control panel or go to Window > Type > Paragraph (Opt Cmd T)
- You may choose Alignments, Indents, Space Before and After Paragraph.

13. Sampling Text

- Select Type tool and select the text you want to change.
- Get the Eyedropper tool (I) and click on any of the text you want to sample.
- The new attributes are immediately applied to your text.
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14. Reshaping Text With a Warp (Make Envelope Button on Control Panel)

- Select the Type tool. Choose a font and size in the Control Panel.
- You may want to lock the position of a selection (in this case the Area Type Paragraph) so it does not move while you are creating text that warps. (Object > Lock > Selection).
- Type the words you want. (48pt Myriad Pro- Bold Condensed). Then get the Selection tool and reposition the text so it is centered over art.
- With the text selected, choose Effect > Warp > Arc Upper. Check preview box to see change. Various style selections can be made here.
- You may add a Drop Shadow by choosing Effects > Stylize > Drop Shadow.

Note: you may also warp text by clicking on the Warp Tool on the Control Panel. Be sure to have the Selection tool chosen and click to the right of the Alignment choices.

15. Wrapping Text Around a Graphic

- Open file containing graphic and choose Edit > Copy > File > Close.
- In the File you wish to paste the graphic choose Edit > Paste.
- Position the graphic where you want it (between two columns).
- You may change the fill color or the opacity of the graphic.
- Choose Object > Text Wrap > Make. The text will appear around the object. You may also choose Object > Text Wrap > Text Wrap Options to change Offset of text to graphic.

16. Creating Text on Paths and Shapes

- Go to artboard two.
- Select the Type tool and click on the path to begin setting the desired type. Change type to 20pt Myriad Pro Condensed. Use Blue color in swatches. C89 M61, Y0 K0.
- Set the type “breath • stretch • relax • transform • yourself. Option 8 gives you the bullet symbol.

17. Creating Text on a Closed Path

- Go to artboard one and zoom in on the aqua circle on the top left side of the file.
- Use the Zoom Tool to drag a marquee around the area.
- Select the aqua circle with the selection tool (V).
- Double Click on the Scale Tool in the Tool Box.
- When dialog box appears make sure Uniform button is marked and type 130%. Then click copy on the bottom left side of the box.
- Get the Type Tool while holding down the Option Key and click across the left side of the circle. The Type Tool becomes the Type on a Path Tool.
- Change type to 30pt Myriad Pro. Use White as fill color.
- Set the type “transform yoga” in lower case letters
- Adjust placement of text by dragging outside of handles with the selection tool. Brackets appear at the beginning of the type, at the end of the path and in the midpoint (center).
- Holding the command key will prevent the type from flipping. With Selection Tool choose Type>Type on A Path > Type on a Path Options. Check preview button. You can change effects, alignment (descender, etc.) and Spacing here.

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