



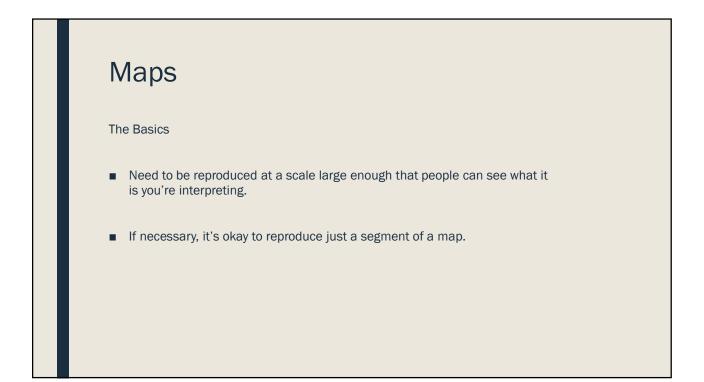
Choosing the Right Type of Visual

Step 1: Figure out what it is you're trying to communicate.

Step 2: Figure out which type of visual will best communicate that.

Step 3: Assess the quality of your options.

Step 4: Choose your visual.



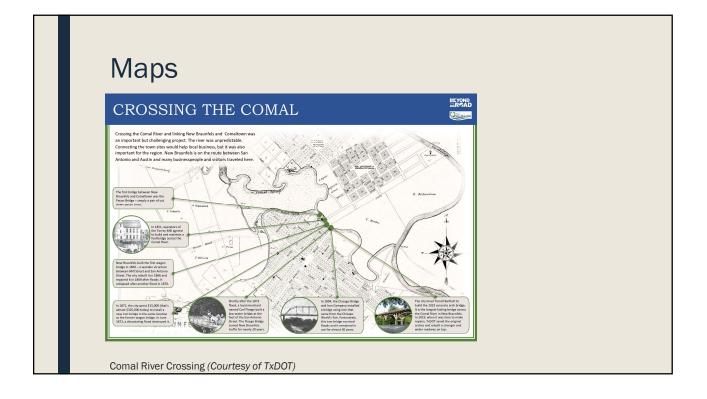


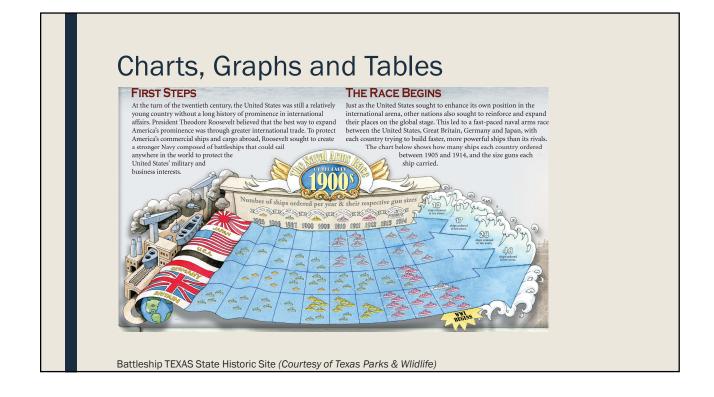
Maps

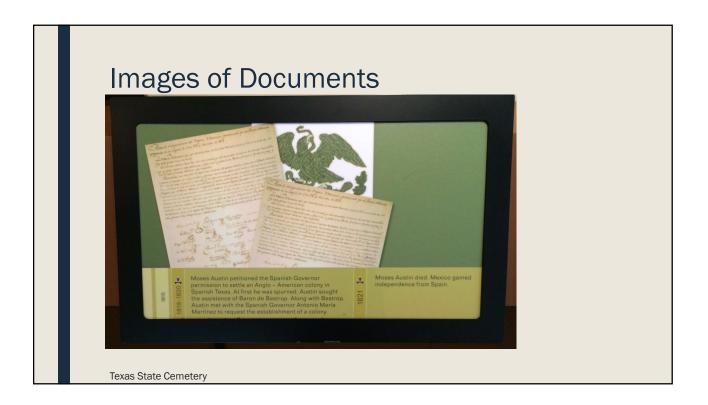
When historical maps are used together, they can also be used to show growth and change over time.



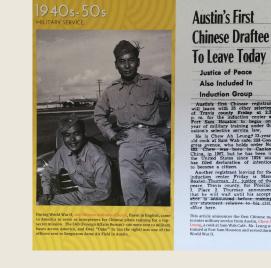
Texas Bird's-Eye Views (Courtesy of Amon Carter Museum)



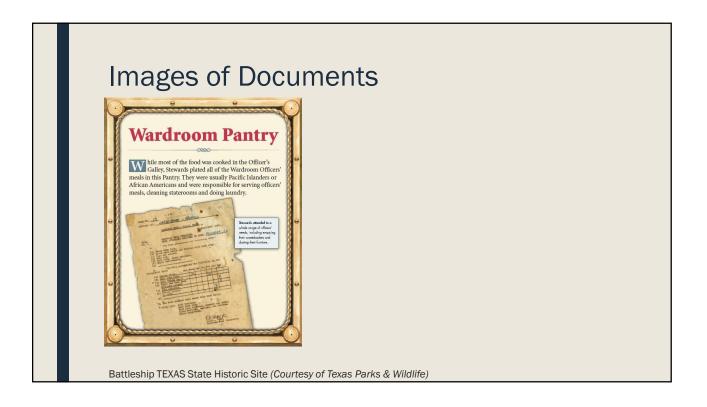




Images of Documents



Asian American Resource Center in Austin, TX

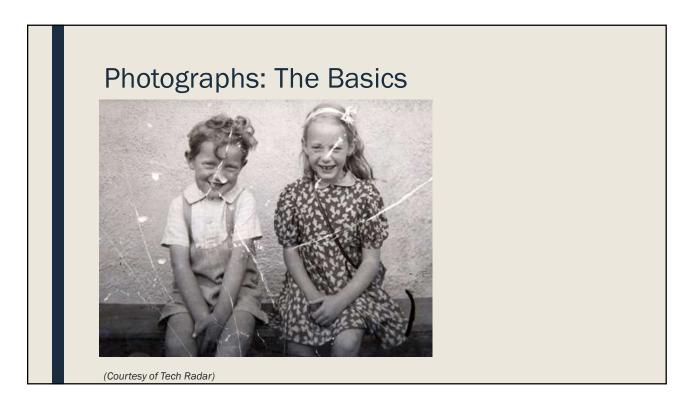


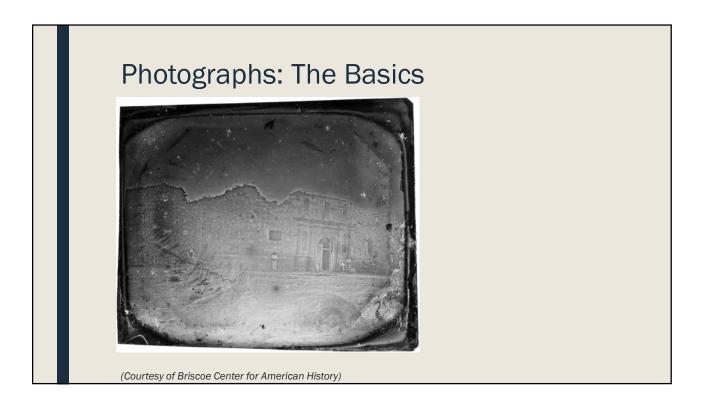
vice from Austin, C a Wah Café, Mr. Le

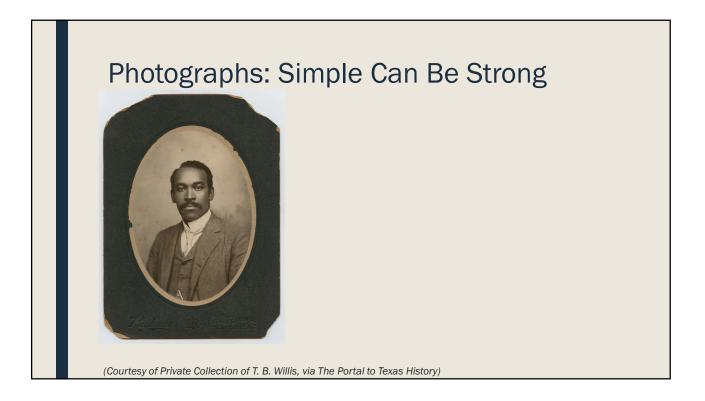
Photographs: The Basics



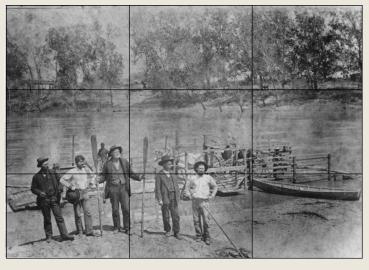
(Courtesy of Historic New England)



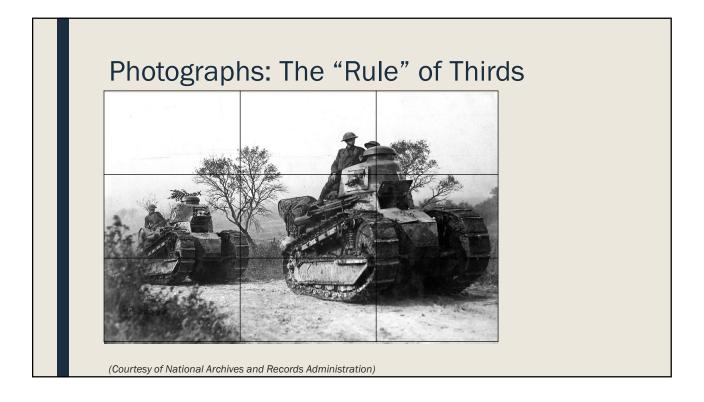


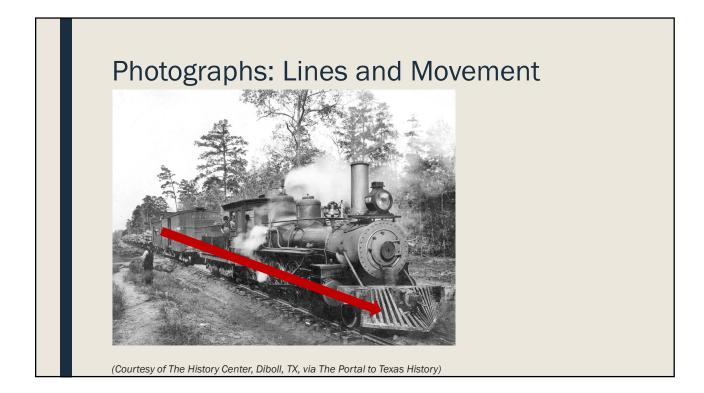


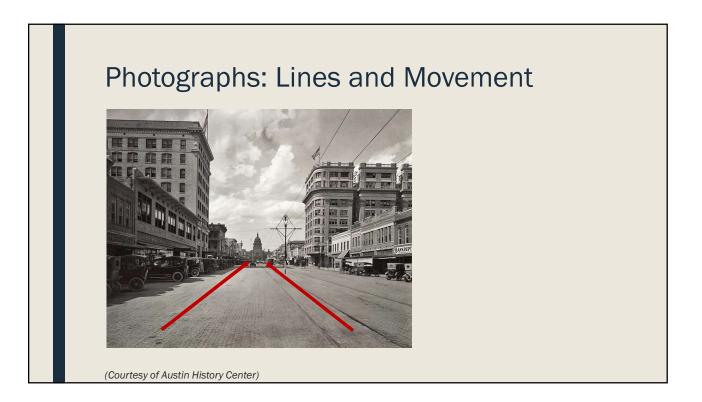
Photographs: The "Rule" of Thirds

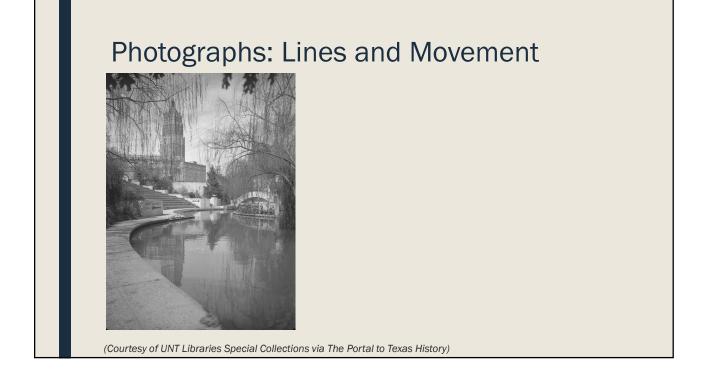


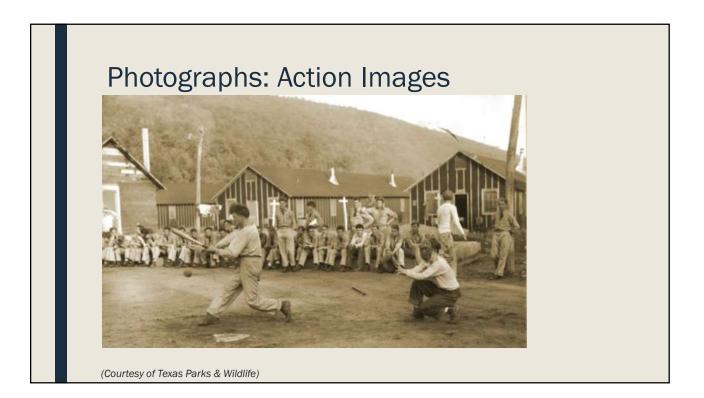
(Courtesy of Fort Bend Museum via Portal to Texas History)

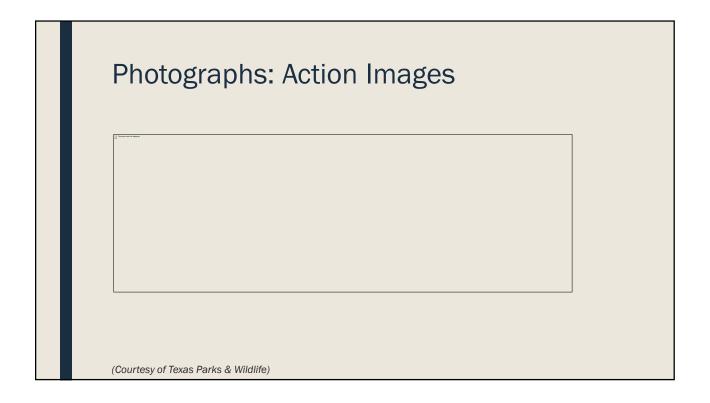


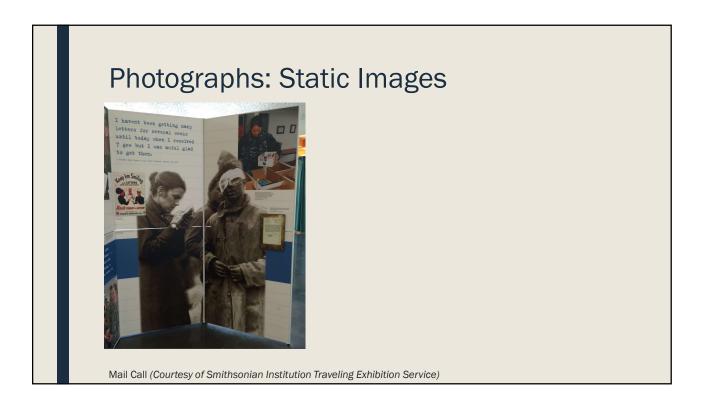


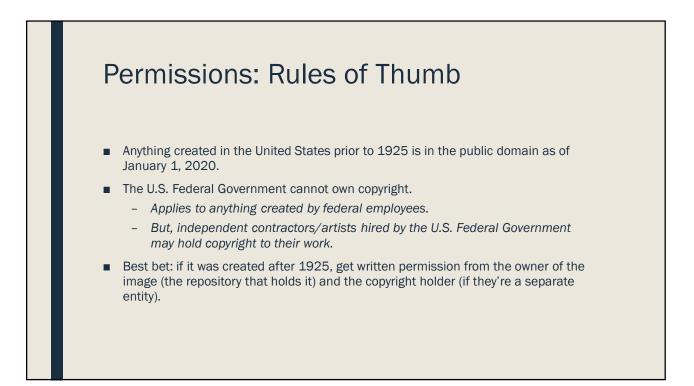












Fonts: Serif vs. Sans Serif

Serif

- Serifs have "feet" or "tails" on the letters.
- Examples:
 - Garamond
 - Times New Roman
 - Bookman Old Style

Sans Serif

- Sans serif fonts lack the "feet" or "tails" on the letters.
- Examples:
 - Franklin Gothic
 - Tahoma
 - Arial

Fonts: Serif vs. Sans Serif

Print

- Serif fonts are considered more legible in print.
- In general, use serif fonts for body copy and larger.
- Exception: serif fonts are harder to read at small size. Use sans serif fonts for smaller print (e.g., captions).

Web

- Sans serif fonts are considered more legible on screen.
- Use sans serif fonts at any size.

Fonts: Sizes

- Captions: 20 to 24-point type
- Body copy and Titles: 28 to 42-point type, depending on:
 - color of type
 - spacing between letters (kerning) and between lines (leading)
 - type of font (regular, bold, italic)

 $\underline{\text{Note}}:$ the actual print size of a 20-point font will vary depending on the font. For example:

- Garamond at 20 point
- DilleniaUPC at 20 point

When using a font that runs on the smaller side, make sure you compensate for this by using it at a larger size.

Fonts: More Readable

- In general: regular typefaces (not BOLD or italic)
- Don't set text in ALL CAPS
- Serif fonts:
 - Times New Roman
 - New Century Schoolbook
- Sans serif fonts:
 - Helvetica
 - Univers
 - Futura

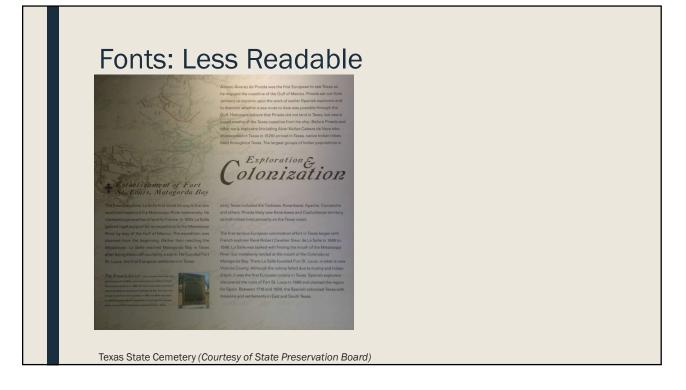
Source: Smithsonian Guidelines for Accessible Design

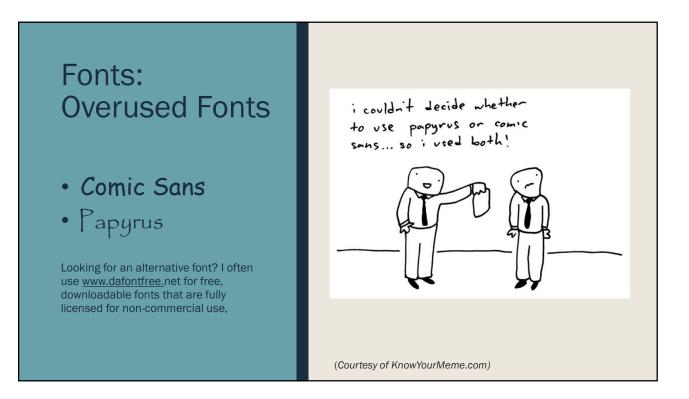
Fonts: Less Readable

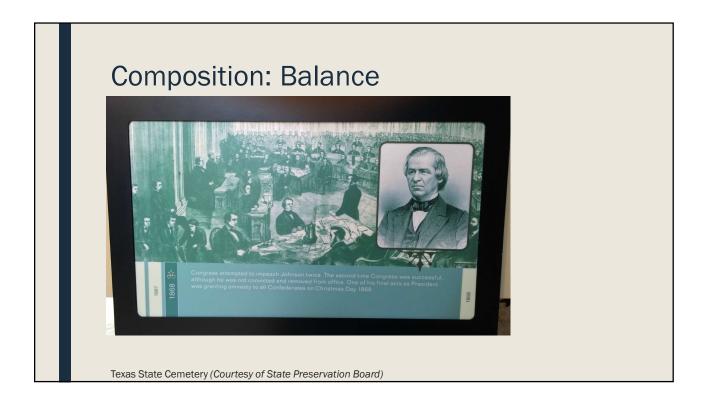
Script Because all the letters connect and contain flourishes, script fonts make it harder for the eye to distinguish one letter from the next. This makes these fonts harder to read overall.

Eroded Eroded fonts don't have smooth edges, which makes it difficult for the eye to recognize the letter forms. Use them sparingly in both print and web applications.

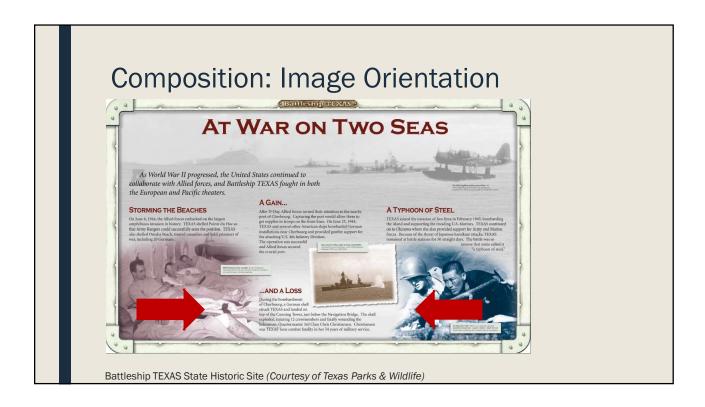
These fonts evoke a particular feeling or mood. There are some cases where they might be your best option. If you choose to use these types of fonts, use them sparingly and at a very large size, and recognize that you are sacrificing readability for some viewers.

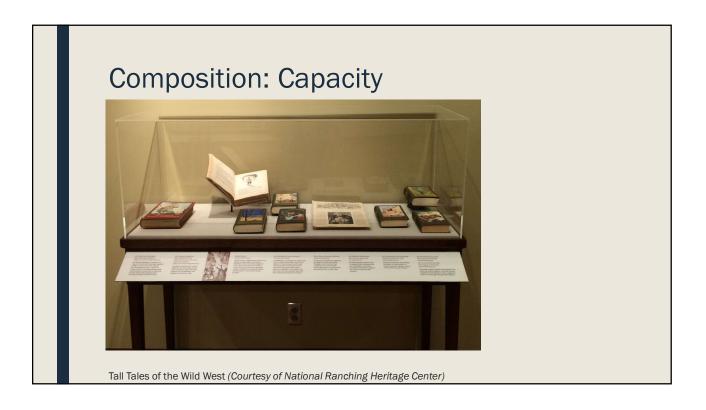


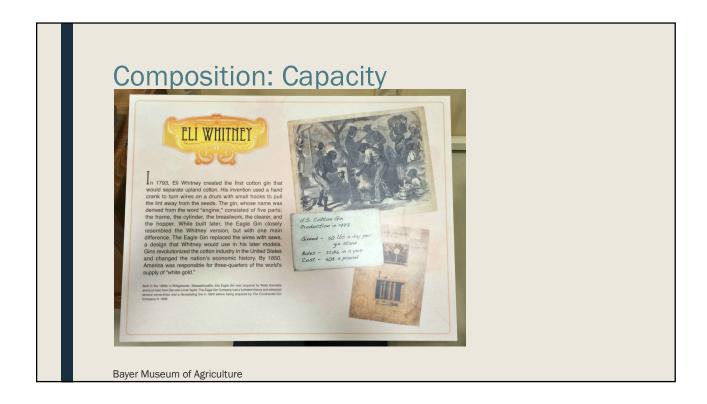


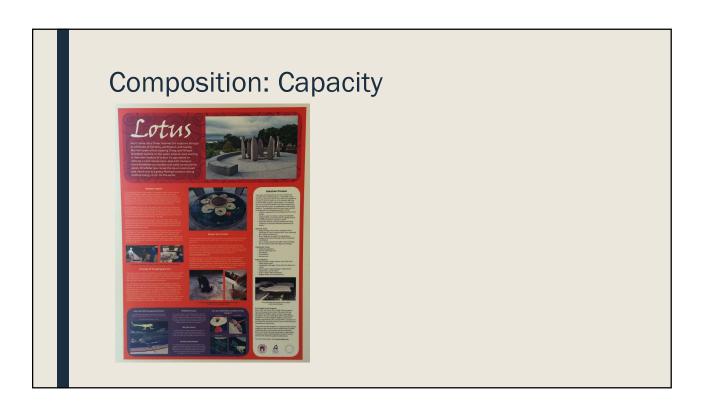












Take-Aways

- Choose the right type of visual for your message.
- Look for simple, well-composed, and dynamic images.
- Rely on fonts that are highly readable (and limit use of those that are not).
- Think about balance, contrast, image orientation, and capacity when putting it all together.

