

LETTERING [IS 9609 (PART 0) : 2001 AND SP 46 : 2003]

Lettering is defined as writing of titles, sub-titles, dimensions, etc., on a drawing.

Importance of Lettering

To undertake production work of an engineering components as per the drawing, the size and other details are indicated on the drawing. This is done in the font of notes and dimensions. Main Features of Lettering are legibility, uniformity and rapidity of execution. Use of drawing instruments for lettering consumes more time. Lettering should be done freehand with speed. Practice accompanied by continuous efforts would improve the lettering skill and style. Poor lettering mars the appearance of an otherwise good drawing.

Single Stroke Letters

The word single-stroke should not be taken to mean that the lettering should be made in one stroke without lifting the pencil. It means that the thickness of the letter should be uniform as if it is obtained in one stroke of the pencil.

Guidelines :

1. Ratio of height to width for most of the CAPITAL letters is approximately = 10:6
(However, for M and W, the ratio = 10:8 for I the ratio = 10:2)
2. Spacing between characters = $(2/10)h$
3. Spacing between words = $(6/10)h$
4. h - height of capital letters
5. Poor spacing will affect the visual effect

Lower-case Letters :

1. Height of lower-case letters with stem or tail (b, d, f, g, h, j, k, l, p, q, t, y) = h
2. Ratio of height to width for lower-case letters with stem or tail = 10:5
3. Height of lower-case letters without stem or tail is approximately = $(7/10)h$
4. Ratio of height to width for most lower-case letters without stem or tail = 7: 5
5. However, for m and w, the ratio = 7: 7. For I and l the ratio = 10:2

Numerals

1. For numerals 0 to 9, the ratio of height to width = 10 : 5. For 1, ratio = 10 : 2

CHARACTER WRITING PROCEDURE :

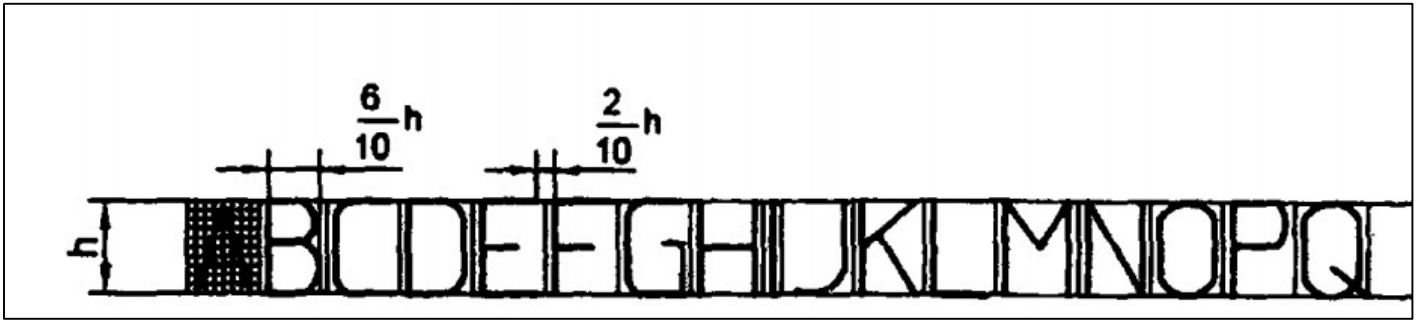


Fig 1: Upper case Letters

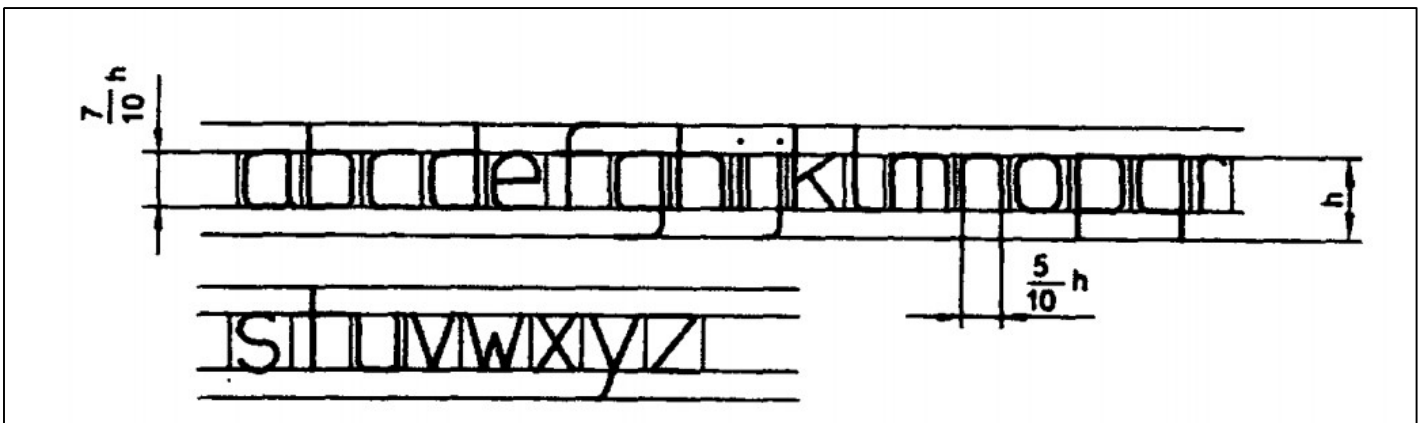


Fig 2: Lower Case Letters

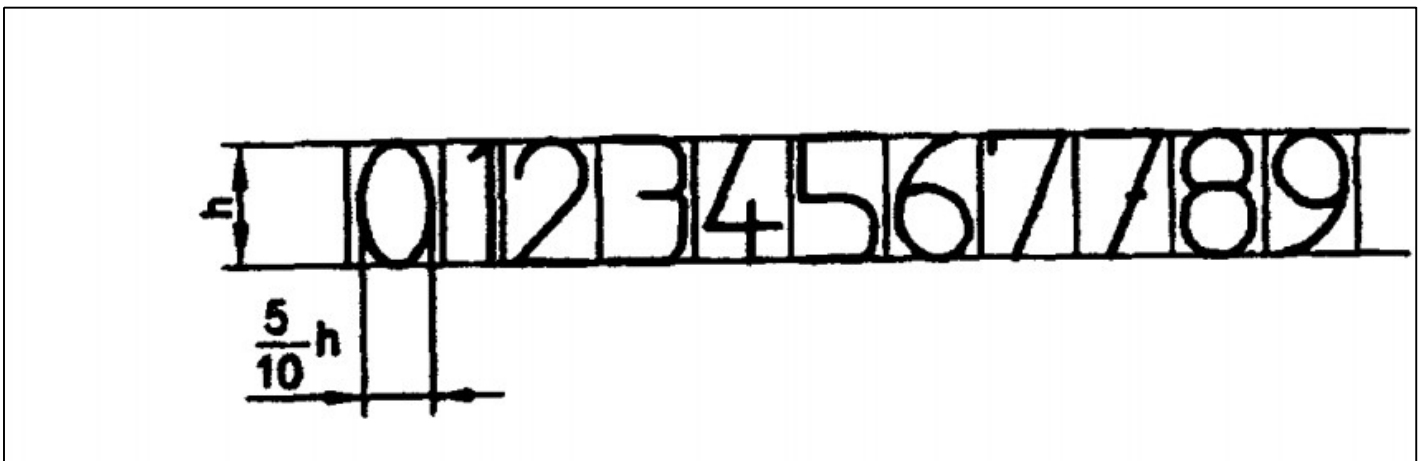


Fig 3 : Numbers

QUESTIONS:

1. Write numbers 0 to 9 in a character height of 10 mm. [2]
2. Write "A QUICK BROWN FOX JUMPS OVER THE LAZY DOG " in a character height of 12 mm.[Upper case-4]
3. Write " a quick brown fox jumps over the lazy dog " in a character height of 10 mm.[Lower case-4]