

**THE ULTIMATE  
LETTERING  
ESSENTIALS  
WORKBOOK**

**LITTLE COFFEE FOX**



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LETTERING  
ESSENTIALS  
WORKBOOK

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# ≡ POSTURE & FORM ≡

THE WAY YOU SIT AND HOLD YOUR PEN CAN GREATLY AFFECT THE OUTCOME OF YOUR LETTERING. BAD FORM CAN RESULT IN CRAMPED, TIGHT LETTERING – AS WELL AS POTENTIAL REPETITIVE STRESS INJURY AND A SORE BACK!

IT'S VITAL TO WORK ON CORRECT FORM EARLY TO BUILD THE PROPER MUSCLE MEMORY. OTHERWISE, IT'S EASY TO FORM BAD HABITS THAT LAST FOR YEARS.

## CORRECT POSTURE



## INCORRECT POSTURE



SIT UP STRAIGHT WITH BOTH LEGS RESTING ON THE FLOOR AND AVOID RESTING WEIGHT ON THE DESK. YOU WANT YOUR ARM TO FLOW AND MOVE FREELY.



# ≡ POSTURE & FORM ≡

THE WAY YOU HOLD YOUR PEN SHOULD BE WHATEVER FEELS NATURAL TO YOU.

KEEP YOUR GRIP FROM BECOMING TOO TIGHT - YOU DON'T WANT TO HAVE A DEATH GRIP.



AIM FOR ABOUT A 45 DEGREE ANGLE WITH YOUR PEN.



YOU MIGHT FIND IT MORE COMFORTABLE TO TILT THE PAPER AT AN ANGLE INSTEAD OF TWISTING YOUR BODY.

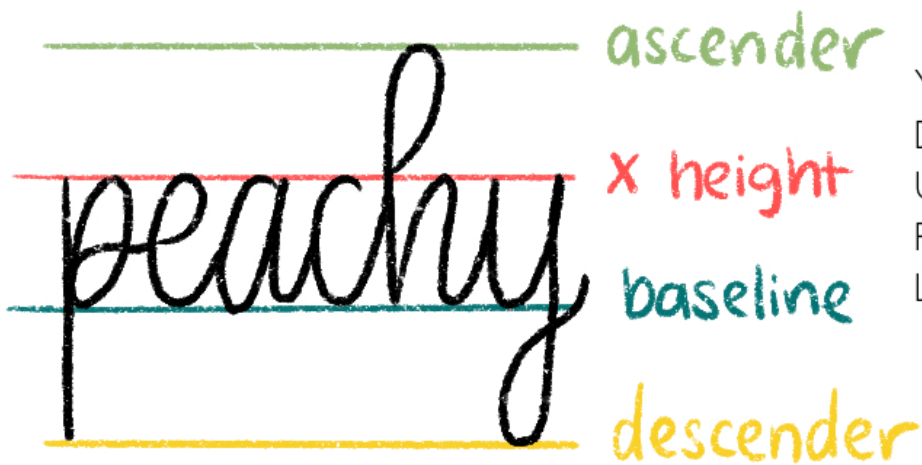
TRY TO KEEP YOUR ARM FLOATING ABOVE THE DESK WHILE YOU LETTER. THIS ALLOWS FOR FLUID MOTION.



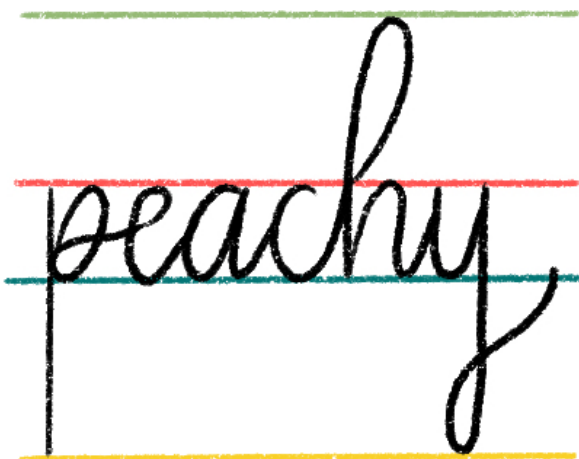
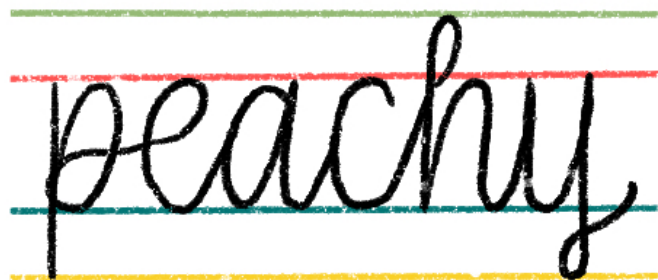


# ANATOMY of a LETTER

LEARNING THE BASIC ANATOMY OF LETTERS WILL HELP YOU CREATE BEAUTIFUL LETTERING CONSISTENTLY.



YOU CAN BREAK DOWN LETTERS USING THESE FOUR DIFFERENT LINES.



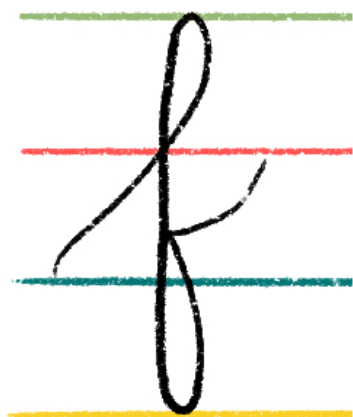
# ANATOMY of a LETTER



ASCENDERS ARE THE BITS OF LETTERS THAT REACH UP HIGH.




DESCENDERS ARE THE BITS THAT DANGLE BELOW THE MAIN BODY OF THE LETTER.



OCCASIONALLY, LETTERS CAN HAVE BOTH AN ASCENDER AND A DESCENDER.

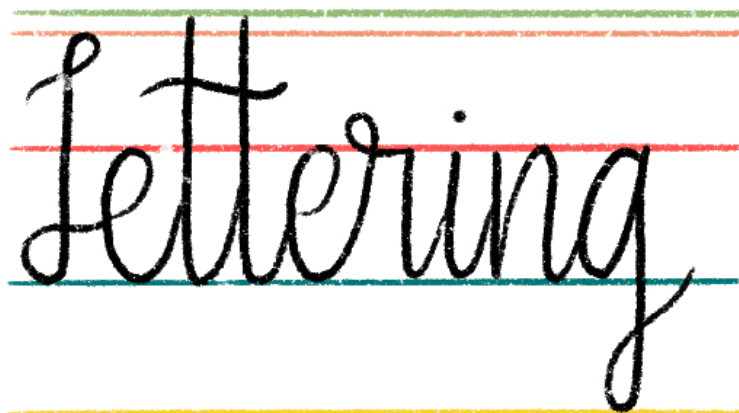
# ANATOMY of a LETTER

WHEN IT COMES TO CAPITAL LETTERS, YOU HAVE A COUPLE OPTIONS.



The word "Lettering" is written in cursive on a set of four horizontal lines: a top green line, a middle red line (ascender line), a bottom blue line, and a bottom yellow line. The capital letter 'L' at the start of the word reaches up to touch the red ascender line.

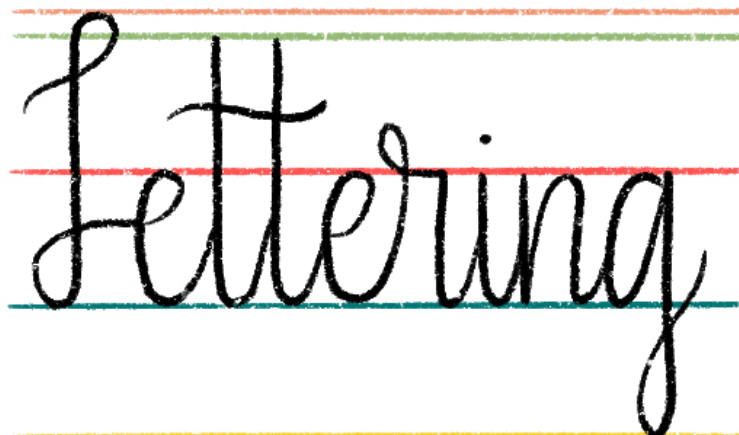
YOU CAN CHOOSE TO LET THE TOP OF YOUR CAP REACH THE ASCENDER LINE.



The word "Lettering" is written in cursive on a set of four horizontal lines: a top green line, a middle red line (ascender line), a bottom blue line, and a bottom yellow line. The capital letter 'L' at the start of the word is positioned below the red ascender line, not touching it.

## Cap Height

YOU CAN HAVE THE CAPS FALL JUST SHY OF THE ASCENDER LINE.



The word "Lettering" is written in cursive on a set of four horizontal lines: a top green line, a middle red line (ascender line), a bottom blue line, and a bottom yellow line. The capital letter 'L' at the start of the word reaches up to touch the green top line, which is just above the red ascender line.

FINALLY, YOU CAN HAVE THE CAPS REACH JUST ABOVE THE ASCENDER LINE.



# ANATOMY *of a* LETTER

PRACTICE LETTERING WITH DIFFERENT CONFIGURATIONS!

\_\_\_\_\_ A

\_\_\_\_\_ X

\_\_\_\_\_ B

\_\_\_\_\_ D

\_\_\_\_\_ A

\_\_\_\_\_ X

\_\_\_\_\_ B

\_\_\_\_\_ D

\_\_\_\_\_ A

\_\_\_\_\_ X

\_\_\_\_\_ B

\_\_\_\_\_ D

\_\_\_\_\_ A

\_\_\_\_\_ X

\_\_\_\_\_ B

\_\_\_\_\_ D

# ≡ LINE WEIGHT ≡

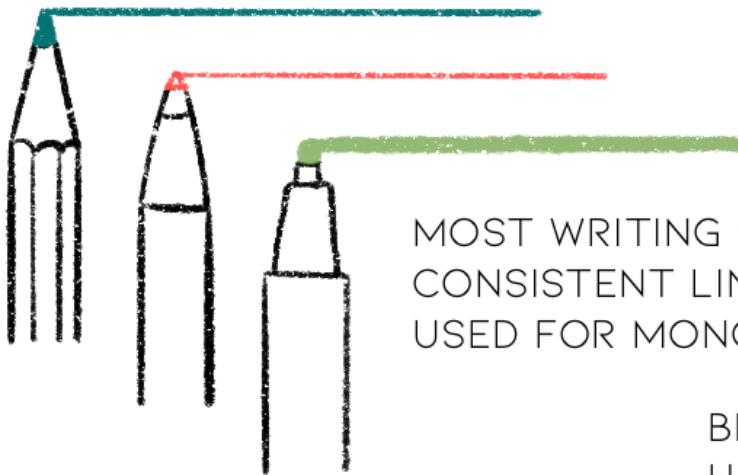
IN LETTERING, THE WEIGHT OF A LINE CAN GREATLY AFFECT THE FINAL LOOK AND STYLE OF A PROJECT.

WHAT IS LINE WEIGHT? BASICALLY, LINE WEIGHT REFERS TO HOW THICK OR THIN A LINE IS.



LIGHT WEIGHT

HEAVY WEIGHT



hello

MOST WRITING UTENSILS PRODUCE A CONSISTENT LINE WEIGHT. THESE ARE USED FOR MONOLINE LETTERING.



BRUSH PENS, HOWEVER, HAVE FLEXIBLE TIPS THAT CAN PRODUCE A WIDE VARIETY OF LINE WEIGHTS IN A SINGLE STROKE.

LETTERING WITH A BRUSH PEN IS CALLED BRUSH LETTERING.

# ≡ LINE WEIGHT ≡

THE MOST ESSENTIAL RULE WHEN IT COMES TO BRUSH LETTERING OR OTHER VARYING WEIGHT STYLES IS THIS:

**THIN UPSTROKES, THICK DOWNSTROKES.**



WHEN YOUR BRUSH PEN IS PUSHING AWAY FROM YOU, APPLY LIGHT PRESSURE FOR A THIN STROKE.

WHEN YOU PULL THE BRUSH PEN BACK TOWARD YOUR BODY, APPLY HEAVIER PRESSURE FOR A THICK LINE – OR, IF USING A MONOLINE PEN, YOU CAN THICKEN THIS LINE MANUALLY.

*pressure*  
*pressure*

THIS RULE APPLIES WHETHER YOU'RE LETTERING IN SCRIPT, PRINT, OR ANY OTHER STYLE.

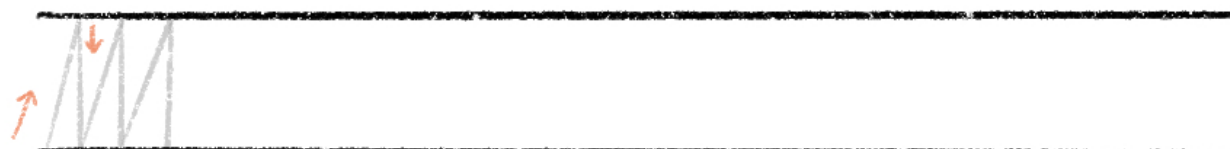




# DRILLS

PRACTICE MONOLINE DRILLS BELOW!

**REMEMBER:** SLOW AND STEADY IS THE NAME OF THE GAME. PRACTICE CORRECT FORM AND POSTURE TO BUILD EFFECTIVE MUSCLE MEMORY.



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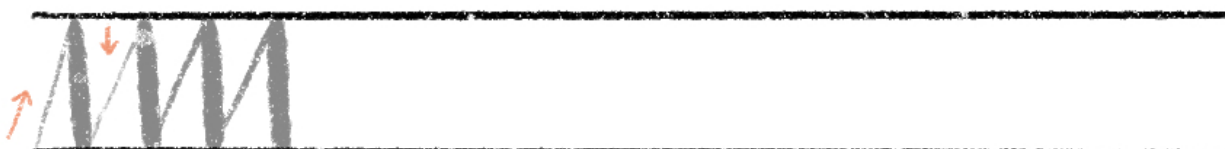




# DRILLS

PRACTICE BRUSH LETTERING DRILLS BELOW!

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# DRILLS

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# ≡ SPACING & LAYOUTS ≡

THE WAY YOU SPACE AND ARRANGE YOUR LETTERING CAN MAKE AN ENORMOUS IMPACT ON THE FINAL LOOK OF YOUR PROJECT.

HERE ARE THE BASIC STEPS TO GET CONSISTENT, EVEN LETTERING EVERY TIME!

## SPACING SINGLE WORDS

- ① COUNT THE NUMBER OF LETTERS IN A WORD.

1 2 3 4 5 6      1 2 3 4 5  
summer      basil

- ② FIND THE CENTER LETTER (IF ODD) OR LETTERS (IF EVEN).

summer      basil

- ③ FIND THE CENTER OF THE SPACE YOU'RE TRYING TO FILL.



- ④ ANCHOR THE CENTER LETTERS TO THE CENTER OF THE SPACE. THEN ADD THE FIRST AND LAST LETTER.



- ⑤ FILL IN THE REST. YOU MIGHT NEED TO ADJUST INDIVIDUAL LETTERS A BIT TO GET EVEN SPACING.





# ≡ SPACING & LAYOUTS ≡

LET'S KICK IT UP A NOTCH AND FIGURE OUT LETTERING FOR A PHRASE.

## SPACING PHRASES

- ① COUNT THE NUMBER OF WORDS IN THE PHRASE.
- ② UNDERLINE THE MOST IMPORTANT WORDS WITH TWO LINES.
- ③ UNDERLINE THE NEXT MOST IMPORTANT WORDS ONCE.
- ④ NOW PLAY WITH DIFFERENT LAYOUTS THAT EMPHASIZE THE MOST IMPORTANT WORDS.

(10 words)

That dream was  
planted in your  
heart for a  
reason.

that dream  
was planted  
in your heart  
for a  
reason

that  
dream  
was  
planted  
in your  
heart  
for a  
reason

THAT DREAM  
WAS PLANTED IN YOUR HEART  
FOR A REASON

# ≡ SPACING & LAYOUTS ≡

- ⑤ ONCE YOU'VE PICKED A LAYOUT YOU'RE HAPPY WITH, FIGURE OUT HOW TO EMPHASIZE THE IMPORTANT WORDS.

YOU CAN USE A DIFFERENT SIZE, CONTRASTING COLOR, OR DIFFERENT FONT STYLE.

THAT DREAM  
*was planted in your heart*  
FOR A REASON

THAT DREAM  
*was planted in your heart*  
FOR A REASON

*that dream*  
*was planted in your heart*  
*for a reason*

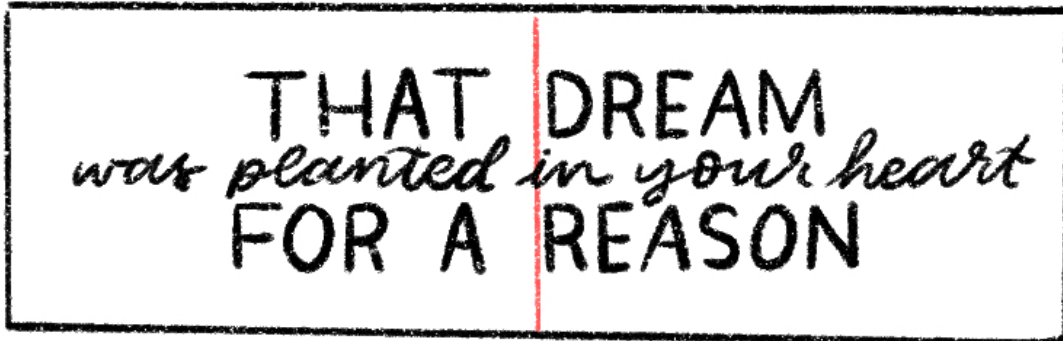
- ⑥ PICK YOUR FAVORITE STYLE. COUNT THE NUMBER OF CHARACTERS ON EACH LINE, INCLUDING SPACES AND PUNCTUATION.

- ⑦ FIND THE CENTER OF EACH LINE.

THAT DREAM 10  
*was planted in your heart* 25  
FOR A REASON 12

# ≡ SPACING & LAYOUTS ≡

- ⑧ LINE UP THE CENTER OF EACH LINE WITH THE CENTER OF THE SPACE YOU WANT TO FILL.  
YOU'LL WANT TO PENCIL IT IN LIGHTLY BEFORE INKING.



- ⑨ MAKE ANY ADJUSTMENTS THAT MAKE THE PIECE FEEL MORE BALANCED OR COMPLETE - TRUST YOUR GUT.
- ⑩ INK THE LETTERING AND FINALIZE ANY DETAILS!



# ≡ SPACING & LAYOUTS ≡

## PRACTICE

PRACTICE LAYOUTS AND SPACING USING SOME OF THESE WORDS AND PHRASES WITH THE SHAPES ON THE NEXT PAGE.

### WORDS

SERENITY

MYSTERY

SURPRISE

PASSION

PROGRESS

BUILD

BEAUTIFUL

CREATIVE

SIMPLE

DREAM

MAGIC

SPLENDID

EXQUISITE

PHENOMENAL

BRILLIANT

WONDER

SUBLIME

### PHRASES

SOME PEOPLE FEEL THE RAIN,

OTHERS JUST GET WET.

FEELINGS ARE VISITORS, LET

THEM COME AND GO.

IT'S NEVER TOO LATE TO BE WHO

YOU MIGHT HAVE BEEN.

IT'S OKAY TO LIVE A LIFE THAT

OTHERS DON'T UNDERSTAND.

A LACK OF BOUNDARIES INVITES A

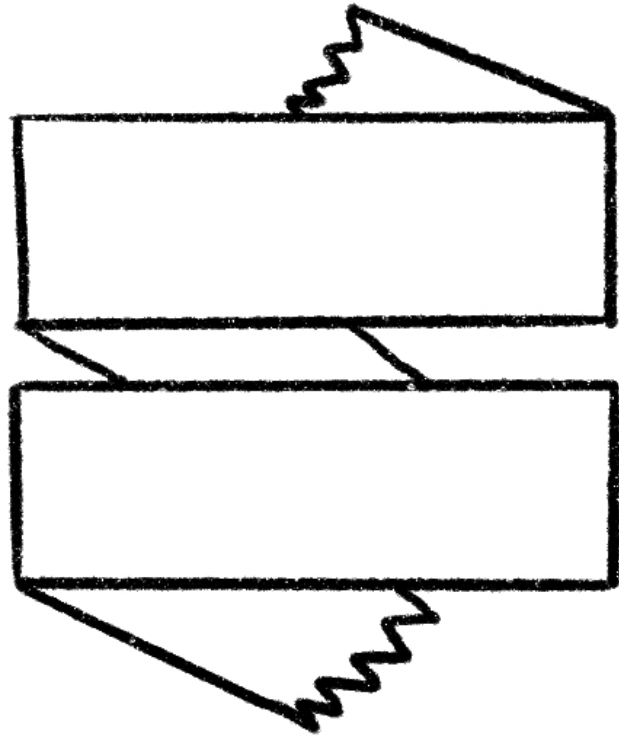
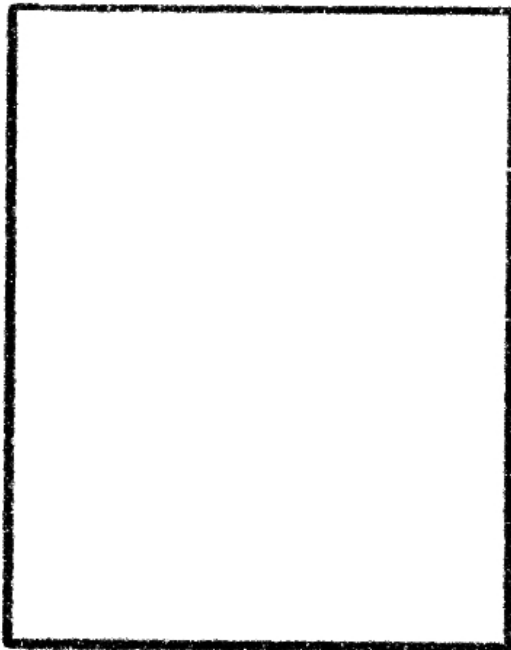
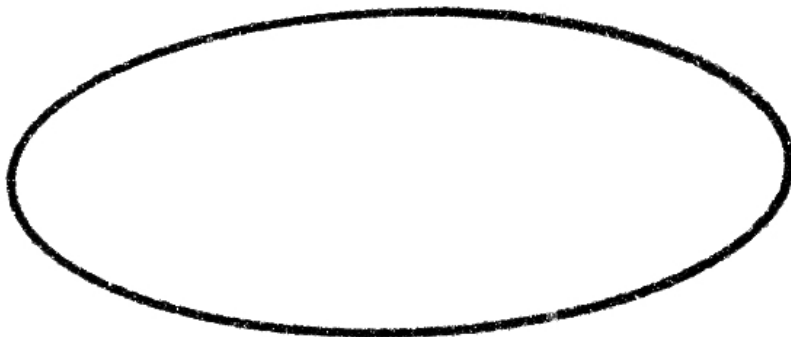
LACK OF RESPECT.

I WISH YOU A KINDER SEA.



# ≡ SPACING & LAYOUTS ≡

## PRACTICE



# ≡ ALPHABET PRACTICE ≡

THESE ALPHABET PRACTICE SHEETS ARE PERFECT FOR BRUSH LETTERING OR MONOLINE LETTERING.

A A

B B

C C

D D

E E

F F

G G

H H

# ≡ ALPHABET PRACTICE ≡

THESE ALPHABET PRACTICE SHEETS ARE PERFECT FOR BRUSH LETTERING OR MONOLINE LETTERING.

P P

J J

K K

L L

M M

N N

O O

P P

# ≡ ALPHABET PRACTICE ≡

THESE ALPHABET PRACTICE SHEETS ARE PERFECT FOR BRUSH LETTERING OR MONOLINE LETTERING.

Q Q

R R

S S

T T

U U

V V

W W

X X



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a a

b b

c c

d d

e e

f f

g g

h h

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THESE ALPHABET PRACTICE SHEETS ARE PERFECT FOR BRUSH LETTERING OR MONOLINE LETTERING.

*i i*

*j j*

*k k*

*l l*

*m m*

*n n*

*o o*

*p p*



# ≡ ALPHABET PRACTICE ≡

THESE ALPHABET PRACTICE SHEETS ARE PERFECT FOR BRUSH LETTERING OR MONOLINE LETTERING.

g g

r r

s s

t t

u u

v v

w w

x x



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