

How to make name/fingerspelling cards:

- 1. Insert a one column table into the document.
- 2. Use *Ball-and-Stick* font (or similar, such as Century Gothic) for letters in approximately size 80-90 font, bold. Size will depend on length of name.
- 3. Place a space between each letter.
- For fingerspelling underneath, use font *Fingerletters* in approximately size 90 (or a size that matches the letters above it). Center justify. For ease in reading, do not bold the *fingerletters*.

The *Fingerletter* font may be purchased from Educational Fontware, Inc. 1-800-806-2155. Go to <u>www.educationalfontware.com</u>, on left side of page click on "Buy New Academic Single User License;" in center of page, scroll down to "Nellie Edge Special – Finger Letters only, no CD, \$5." Click on "Buy Now" (with credit card.)