

## STYLE GUIDELINES

## Formatting and Fonts

GIJTR uses two distinct fonts – GT Super and Graphik – in its print and online publications to project a professional image and build familiarity and recognition with its audiences. The fonts are found in the GIJTR Communications-2021 folder, and can be downloaded at home if you are working from there. While tweaks will occasionally need to be made (if a line hangs off awkwardly because the font is just slightly too big, etc.), below are the general guidelines for our typeset.

When emailing a document, it is strongly preferred that you send PDFs instead of Word documents. Most people do not have GT or Graphik fonts on their computers, which will result in the layout being distorted. If you must send a Word document via email, please substitute Graphik for: Sentence case, Black 11pt, Calibri.

A more detailed Style Guide is also available in the GIJTR Communications-2021 Folder. Questions can be addressed to the ICSC Communications Director Ashley Nelson at anelson@sitesofconscience.org.

Lorum ipsum

Eyebrow

Graphik Regular – 8pt Color: #F58045

## Dialogue in Sri Lanka

Header

GT Super Display – 40pt Color: #324F6C

GIJTR has been working with civil society, ...

Superheader/Accent GT Super Text - 12pt

From 1983 to 2009, Sri Lanka was in a civil war.

Body

Graphik Regular - 10pt

Color: Black

Footnote: Lorum ipsum

Caption

Graphik Regular - 8pt

Color: Black

