

1. Open Illustrator and open a new artboard.
2. **Title the artboard “Text tutorial”**
3. Choose the Type tool and place the cursor near the top of your artboard.
4. Type in your **full name (first and last)**
5. Click on ‘**Character**’ on the Control Bar to open the Character Panel. (You may need to click on the artboard and use the Spacebar to move your paper over.)
6. Click and drag over the text to highlight it. Choose different fonts from the Type panel. It will show you a preview of the font on your artboard as you change it OR select the text and right click > select font. It will show you a preview of what each font looks like.
7. Create a shape using the **Shape** tool>Select **Area Type Tool**> Click on a path in the shape to activate cursor. Type your last name again. **Repeat your name until the shape is full. Using the Character panel, adjust the space between the letters (tracking) and in between the lines (leading) until your name fills the space completely.**
8. Click **Text >Vertical Type Tool** > Choose any place on your artboard to **type your last name 2-3 times.**
9. Use the **Pencil Tool** to create a horizontal wavy path >**Type on a Path** > Click on the Path and type your **last name 2-3 times.**
10. Use the **Pencil Tool to create a loopy line** > **Type on a Path** > Click on the Path and type anything to fill the line.
11. Use the **Pencil Tool** to create a **vertical wavy path** > **Vertical Type on a Path** tool > Click on the Path and type **your name 2-3 times.**

1. **Open a new artboard. Title it “Character Effects”**
2. Type **3-4 words** of your choice at the top of the page.
3. **Highlight a word** and click on the Character on the Control Panel. Use ‘**set the baseline shift**’ to raise and lower **each** word of the phrase.
4. Anywhere on your artboard type a **2-3 word phrase** > Highlight the phrase > Click on Character on the Control Panel > Change the **tracking** so that the letters are as **tight** as they can be without overlapping.
5. **Repeat the phrase again below it.**> Change the **tracking** so that the letters are **spaced far apart.**
6. Type a sentence. Choose certain words to rotate using the **Character rotation tool** found under the Character panel on the Control Bar.
7. **Export both artboards as JPEGs and upload them to your Google Folder.**