

character	individual type letters, figures and punctuation marks.
font	a complete alphabet of one style (roman or italic or bold etc) and size, in uppercase, lowercase, figures and punctuation.
family	all variants and sizes of one design of type; weight, width, roman, italic.
case	a wood tray divided into compartments in which type is kept, called the California job case.
points	standard measure for type sizes. 72 points to an inch.
picas	standard measurement of width. 6 picas to an inch.
type high	height of the metal block of type, .918 inch.
standard point size	6, 8, 10, 12, 14, 18, 24, 30, 36, 42, 48, 60, 72.
text type	14 point and smaller
display type	18 point and larger
quads	abbreviation for quadrants. large spaces (below type height) for filling out blanks. quads are usually 1-4 ems wide.
em quad	square of the type size. 12 point type is 12 point x 12 point. taken from the body of a roman letter M which is nearly square.
en quad	$\frac{1}{2}$ of an em quad.
three to the em	1/3 of an em quad.
four to the em	1/4 of an em quad.
leading	metal lead strips of spacing between lines of type. (below type height) thickness of lead measured in points. 2 point thickness, etc. length of lead measured in picas.
9/11	an example of type leading. nine on eleven. meaning 9 point type with 2 point leading.
set solid	no leading used between lines of type.
brass	a small one point spacer made of brass.
copper	$\frac{1}{2}$ of a brass, or $\frac{1}{2}$ point spacer made of copper.
composing stick	a hand held instrument to collect type.
galley	set type upside down and from left to right, with nick right side up.
chase	flat metal tray with one end open, on which type composed in a stick is transferred. also used to store type which has been set.
furniture	rectangular steel frame into which type and furniture are tightly locked before printing.
reglet	wooden blocks used to fill in large spaces when locking up.
quoins	narrow wooden furniture 6 point or 12 point in thickness.
key	expanding wedges of metal used to exert pressure on furniture and type within a chase.
block & mallet	a tool used for tightening or slackening quoins.
type wash	used to lightly tap type to even height.
roller wash	solvent in a can labeled <u>red</u> , used to clean the type. & general clean up.
distribution	solvent in a can labeled <u>blue</u> , used to clean the rollers on the press.
	returning type to its proper compartment in the correct case!