### "Grids" discussion — Revised April 21, 2021

#### **Grids**

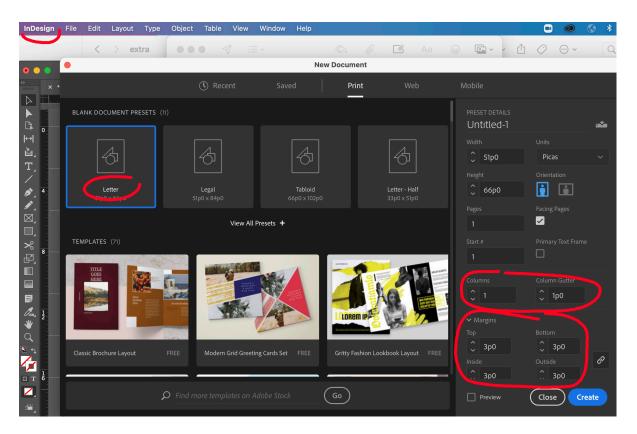
Note that in inDesign, what I would normally call a grid (the system of margins, columns, and gutters) is actually called Document Presets and is the first thing that the program asks one to do when starting a new document. What inDesign calls "Grids" is a separate setting in Preferences: the "Baseline grid" to help you align your text lines across columns; and the Document grid of vertical and horizontal guides that you can also opt to include to organize your piece. In Illustrator it's a bit more complicated (see screenshots below).

Of course the grid is just a guide but in general if an element is near a guide, well... it should stick to the guide, not be randomly placed on the page. Align the text's left edge to the edge of the gutters. Sometimes elements can hang outside of the guide, for example hanging the axis labels outside like when hanging quotation marks in text, because the shapes in the graphs are more prominent than the labels.

The second part of this PDF shows the mid-point poster designs for Project 2 and the grid overlapping them; it gives an idea of missed opportunities for better organization when a grid (columns & gutters) is not used.

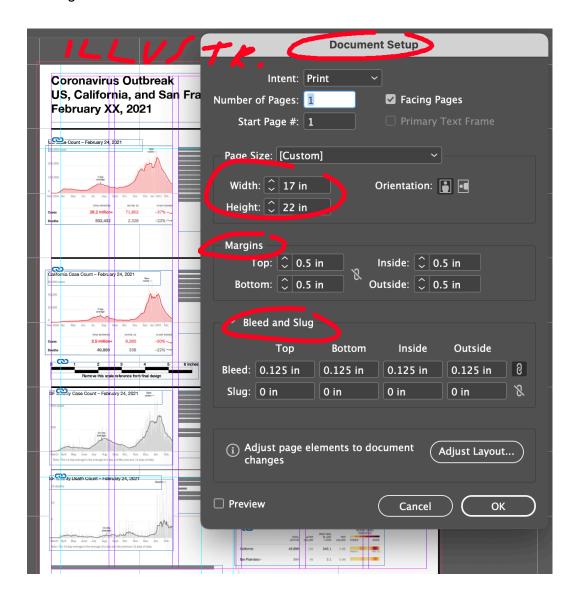
### "Grids" in inDesign

Technically what I call the "grid" are called "Presets" inDesign. For project 2 these were: 1/2 inch margins; then 6 columns which can double up as 3-column (2-1) which is same as 4-2 and of course 2-column. **This is done at the start when creating a new doc, and should be the first step always and not skipped:** setting format, margins, columns, and gutters. See screenshot below where the settings can be entered. Units are in picas but one can type inches for columns and margins. Note: save your file as a template if you want to preserve the same presets for every new document.

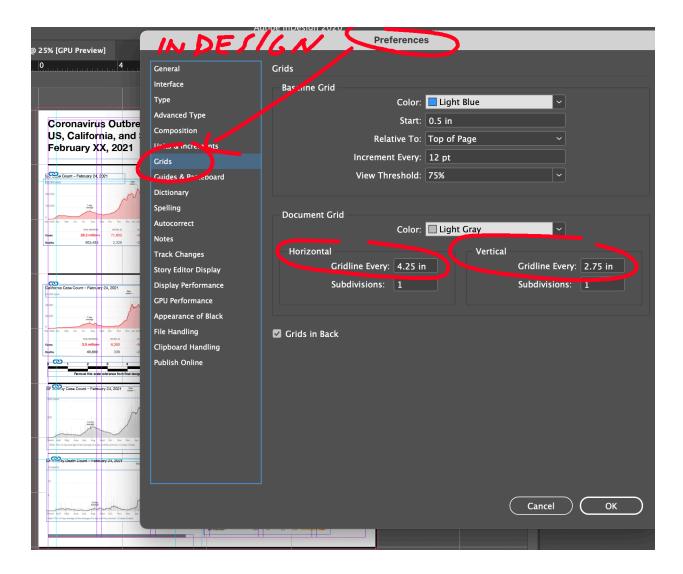


Incredibly, these inDesign options are still not available when creating a new document in Illustrator. So the workaround if you want to use Illustrator for layout is to create all your columns and margins in an inDesign doc and then export to PDF, checking "printing" the guides and non-printing elements when exporting. Then you open that file in Illustrator the "columns" are printing elements, rulers, so select all and **view—>guides—>make guides** to turn them into non-printing guides.

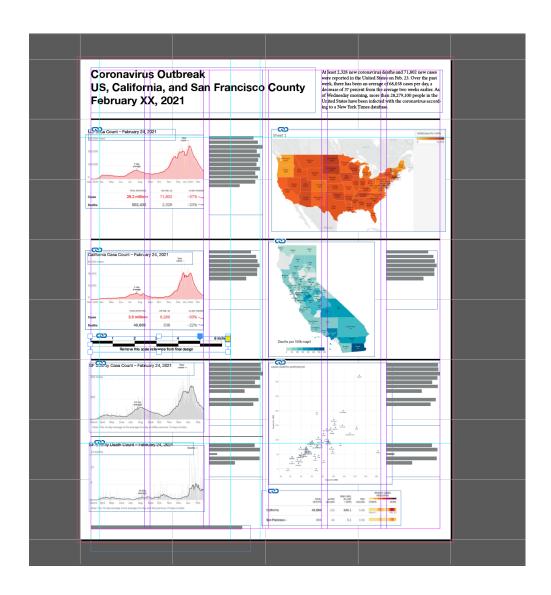
A bit convoluted but way more precise than having to create the columns in Illustrator one by one by hand. So all the above has to do with "Layout" and "presets" even though I call it "grid". In illustrator though you can set up at least the margins and the bleeds in the document setup. **One should always set the margins.** For Project 2 I didn't do this because I used inDesign to build the whole structure and then transferred it to Illustrator as described above.



For Project 2 I also wanted vertical divisions: I divided 22 inches into 8 equal parts. This was based on the fact that in project 1 I had divided the sheet simply into 4 quadrants. Here I added a division. I did the same horizontally which adds a 4-column grid of sorts (no gutters). So **this is what the program technically calls the "grid"**, the lines one chooses to divide up the space with — more like graph paper lines. So my settings for "grid" are a single line every 4.25 inches horizontally and 2.75 inches vertically. This is set in inDesign in Preferences—>Grids (see screenshot). In this example I set the divisions starting from the edge of the paper, but one might want to start them from the margins, depending on one's needs.



The specifications for "Baseline grid" in this panel have to do with the main text and whether one wants to have a fixed linespacing setting. In theory all your text could "snap" to that baseline so that lines of text in different columns would always align (12/15 would be 12pt type plus 3 pts of leading (line spacing) so your baseline grid would be every 15 pts (1pica-3pts). My "grid" for project 2 divides the space is 4 horiz. x 8 vert. equal rectangles. I attach an inDesign screenshot (the light gray lines under the artwork).



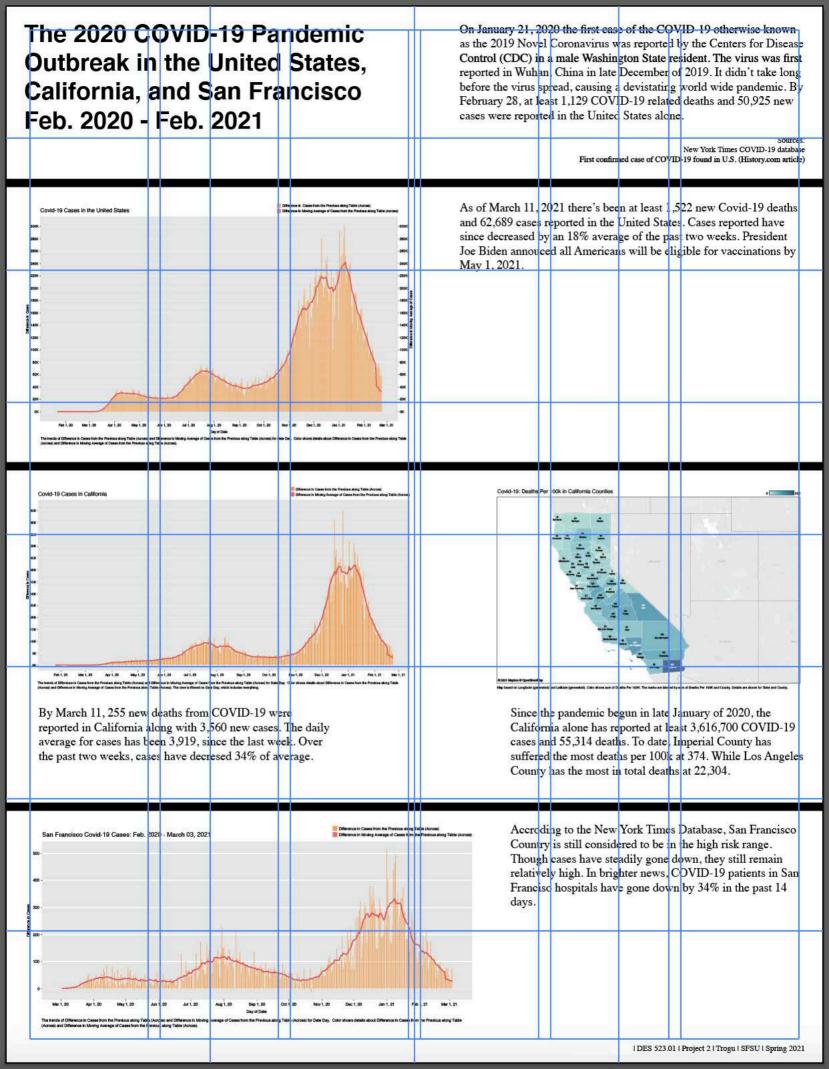
When you open the PDF (created in inDesign) in illustrator you should **always select all** —> **object** —> **clipping mask** —> **release** to be able to edit and see everything. In Illustrator, elect the grid lines (now they actual physical rulers) and View — guides — make guides. That's what I call the "grid", it includes margins, columns, gutters (these were done in the program "presets"), and additional division lines (these were done in the program "grids").

### Graphics that fall just outside the margins

Yes, think of it as "hanging quotation marks" or optical alignment (somewhere in inDesign you can set that for your text, so that for example all your hyphens on the right side, if your text is hyphenated, would stick out a bit off the margin, because if they don't they create a bit of a right indent visually — I am talking about justified text. So in the case of the charts, the main physical object is the line and bars (not the labels) and I aligned those, leaving some of the labels into the margins. But it's rough now, the labels should be simplified and maybe not all should be in the margin. For example Cases and Deaths in bold should be aligned, not off as they are now, but those were just pasted screenshots from NYT.

### Additional graphic tips

- Omit legends or keys whenever possible, for example in a line graph, simply label the line itself at the end or place the label where it can fit directly on the graph.
- 2. If the graph is too "light", a very light gray background (10–15%) may be added, with white thin grid lines on top.
- 3. If the vertical axes in two separate graphs show similar ranges, then the axes should be "synchronized", so that each step in the axis aligns with the same step in the graph next to it, although there could be exceptions to this.
- 4. Set document color as CMYK, not RGB.
- 5. Use only 100% black (K) for your type (labels, titles, etc). Do not add CMY values.
- 6. Use only only one sans-serif font for all the graphs. For example Helvetica. I happen to like Helvetica, but other sans-serif fonts would be OK too. It's just that I wanna be able to open the files in Illustrator without having to go through a lot of hoops. Helvetica light is best for labels as long as it's 100% black, not a tint or a screen.
- 7. Simplify graphs as much as possible: no borders either for the graphs as a whole or for individual items like single bars. Remove any existing border that is not data and whose omission does not alter the integrity of the data and the graph.
- 8. No gradients, drop shadows, 3D effects, or other decorative treatments.
- 9. De-saturate and lighten colors which are too strong, too dark, etc.
- 10. Use white horizontal grid lines on top of bars whenever possible, instead of dark gray or black lines behind them, removing some in-between lines if the design starts turning into a checker-board pattern. But this was not the case in the covid bar charts, so there are always variations.
- Always sort you bar charts if the bars show categories instead of chronological (calendar) steps.
- 12. Y-axis label should not be sideways but right side reading (move to top of axis and break into multiple lines if necessary)
- 13. X-axis labels should also not be vertical. If they don't fit, turn them at 45 degrees, flush right, with diagonal reading direction from bottom left to top right.
- 14. In scatterplots, you may also add a light gray background with thin white grid lines on top (but behind dots and names).
- 15. Labels for each data point should be included unless too unwieldy.
- 16. Use the six-inch control bar provided with the grids in Project 2 to check the legibility of your text or other graphic elements by setting the view in your computer program to "Actual size", then see if the bar length on the screen matches six inches on a physical ruler placed in front of the screen. If it does, then you can (roughly) evaluate the legibility of your final printed piece. For example, in my Illustrator, actual size does in fact match my metal ruler, but in my Acrobat, actual size view is actually smaller, about 5 inches, so to match it, I have to set the view at about 125%. Another example: as I type in Illustrator I can clearly see these words on the screen, but when I set the view to actual size it's obvious that I am pushing the limit, since I have this text set at 7.5 point size which is quite small. Do not make labels smaller than 6 points.

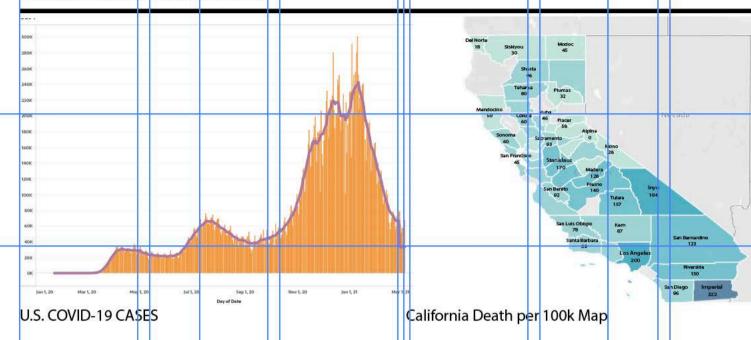


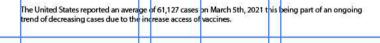
# Novel Coronavirus SARS-CoV-2 (COVID-19)

United States, California, San Francisco

Data Retrieved: March 5, 2021

At least 2,483 new coron avirus deaths and 65,682 new cases were reported in the United States onMarch 5th. Over the past week, there has been an average of 61,127 cases per day, a decrease from the average two weeks earlier. As of March 12th, more than 29.4 million in the United States have been infected with the coronavirus according to a New York Times database.



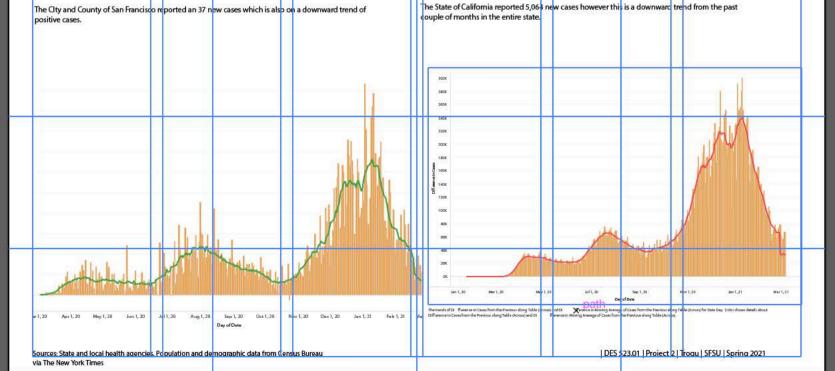


SF County COVID-19 Cases

### California COVID-19 Cases

he start of March.

he State of California reported an 331 ceaths on March 5th, 2021. This is a downward trend since of



### COVID-19 Cases in the United States & San Francisco County t has been a year since COVID-19 had become a global pandemic causing many deaths in the Unites States. Across the U.S states has had high cases per 100 thousand in each state, but in California it has seen 8,969 cases per 100 thousand. At the beginning of 2020 Califorr ia only had one case on January 25, 2020. In all the bar charts you can see that they grow exponentially and then go down toward the end which is the most recent dates. All the states have seen high numbers of recorded COVID cases and death's within the past vear. eginning of the pandemic rising numbers of coro-San Francisco County had navirus cases and deaths only reported three cases increasing since the first and zero deaths on March 1, case was reported. The first 2020. Both numbers then recorded case of the virus grew exponentially by the was on January 21, 2020 following month there have and there had been no been 437 cases and 7 ecorded deaths as well. Up deaths. Up to February 23 until February 29, 2020 the number of total cases grew to 33,950 and 394 which there had been 70 cases and the first death. he first case that was n the Unites States different reported in the state of Cali states have recorded high numbers of COVID-19 cases fornia was on January 25, 2020 with zero deaths. From er a hundred thousand. then as shown in the bar The lightest shade of blue chart the numbers began to epresents the lowest num grow exponentially. Recent ers recoded. In contrast data from March 10, 2021 the states with the darkest shows California has now shade of blue means that had 3,611,008 COVID-19 nigher numbers of corona cases with 54,877 deaths. virus cases were reported. lawaii recorded 1,919 cases er 100k. I DES 523 01 Project 2.3 I Trogu I SFSU I Spring 2021 The New York Times. (2021). Ccronavirus (Covid-19) Data in the Unifed States. Retrieved [March 12, 2021] from https://github.com/nytimes/covid-19-data."

# COVID-19 Trends in the U.S. & CA Displayed below is the Covid-19 Trends in the United States and California for the beginning of March 2021. in both the United States and California we see a steady and Rapid decline of new covid-19 cases however deaths in California still remair high. There has been an average 20% decrease of new cases compared to the two weeks earlier. The rap d decline could be due to the large vaccination campaigr taking place across the country as we race against new variants and strains that other countries are struggling with. US covid cases bar chart California covid cases bar chart with 7-day moving average line with 7-day moving average line Just as the rest of the Urited States has experi-As of March 2021, there has been a steady decline in covid-19 and deaths in the United States. Since enced, California has also seen a rapid decline in new cases however in the rext graph it displays January coronavirus deaths and new cases have deaths seem to be very slowly remaining. rapidly declined down to case numbers that we haven't seen since September. California covid, deaths per 100K California covid-19 Deaths 7-day moving average line Coronavirus deaths in California however seem to be stag Coronavirus deaths in California Per 100k seem to nant and still high from the second wave experienced in be the hardest hit in Southern California such as San the winter months. Although cases have gone down deaths Bernardino, Los Angeles Riverside, and Imperial still remain high in California counties. There is also a rend of deaths in the agricultural area of mid-California which I can assume is because of lack of resources and the same goes for Southern California. | DES 523.01 | Project 2 | Trogu | SFSU | Spring 2021 Source: NY Times, https://github.com/nytimes/covid-19-data

## America Interrupted: COVID-19 Maps and Stats Virtually all American lives came to a star dstill on March 11, 2020 when the World Health Organization declared the Novel Coronavirus a pandemict. The pathogen that causes COVID-19, a potentially deadly respiratory illness. While 80% of cases are asymptomatic, the mortality rate in the U.S. is 1%, ten times that of seasonal influenza (WHO). It is also far more contagious and, as of March 11, 2021, has infected over 29 million people in this country and killed more than 530,000, Total Deaths by State January 20, 2020 - March 11, 2021 U.S. Cases January 20, 2020 - March 11, 2021 was alirgton 160K 1284 L 140K 7,015 4851 Ministr 29.3m illion CASES 62,689 California leads the nation with 55,132 deaths followed closely by New York, Texas and Florida DEATHS 531,506 1,522 Total Deaths by County January 20, 2020 - March 11, 2021 CA Cases January 1, 2020 - March 11, 2021 On December 26t Deaths the state's peak California managed to avoid the first wave by enatting early and comprehensive shelter in-place mandates and unified messaging about health protocols, such as masks and handwashing. But by the fall a combination of ovid-Fatigue and community spread paive the way for highest new cases in the country. Lorem ipsum dolo sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincid untut laorest dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisi ut aliquip ex ea commodo consequat. Duis autem vel eum iriume dolor in hendrerit in vu putate velit esse molestie conse quat, vel illum dolore eu feugiat nulla facilisis at vero eros et accum san et iusto odio dignissim qui blandit pra esent luptatum zzril delenit 7-Day Avg 3.6million 3,560 55,241 DEATHS 255 Alameda Cases March 1, 2020 - March 11 2021 Sep 1, 20 Oct 1, 20 Nov 1, 20 D c 1, 20 Jan 1, 21 Feb 1, 21 Mar 1, 21 lameda Deaths March 1, 2020 - March 11, 2021 Fully Vaccinated by State as of March 11th, 2021 7-Day Avg. CASES 81,768 89 DEATHS All data New York Times, github.com/nytimes/covid-19-data Vaccinations: CDC: covid.cdc.gov/covid-data-tracker/#vaccinations. Text: npr.org DESS23 SESU SP21 | PINO TROGO | PROJECT 2.1

