# Temple University Center for the Advancement of Teaching Logo

# Accessibility How-To:

# Legible & Readable Text

**Legible**

Legibility is the term we use to describe how easily you can make out each individual letter or number and tell them apart.

* Use simple fonts with distinguishable characters
  + Character complexity refers to how complex or simple characters are
  + Character ambiguity refers to how easily you can distinguish characters
* Limit the number of fonts
* Avoid excessive bold, italics, all caps

## Readable

Readability is the term we use to describe how easily your brain can interpret letters into words with meaning.

* Left-align blocks of text (when you *justify* text, it becomes straight on both edges, which creates “rivers” of white space)
* Provide extra space around lines of text
* Limit the width and length of blocks of text — customizable formats (i.e., not PDFs) are ideal to allow users to easily zoom and scroll