

Universal Design

Quick Reference Guidelines

Graphic Design

Minimum size body text
(exceptions for small ID labels)
Recommendation
22pt body text

Ideal size for body text
Recommendation
28–32 pt body text

Contrast for body text
(under 36 pt)
Recommendation

Between
70% and 95% or 70% and 95%

Typeface choice for body text
Recommendation

Use simple sans serif
and serif typefaces

Don't use these styles:

Script
Handwriting
STENCIL

(exceptions for titles made
on a case by case basis)

Type styles for body text
Recommendation

Do not use ALL CAPS

Do not use **bold**

Use *italics* sparingly

Line length and leading
Recommendation

Line length: 45–55 characters
The ideal line length is about this many characters
Leading should be at least 120% of type size
120%

Hyphenation
Recommendation

No hyphenat-
ing words

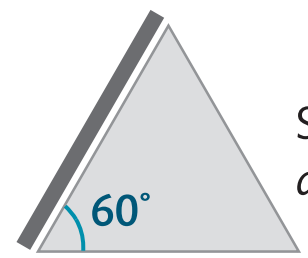
Physical Design

Slant surface angles

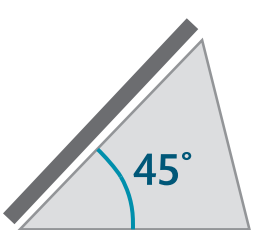
Recommendation



Sitting with button
interface



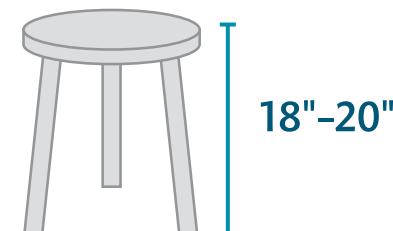
Standing for viewing labels
and table-top monitor



Sitting or standing for labels
and touchscreen monitor

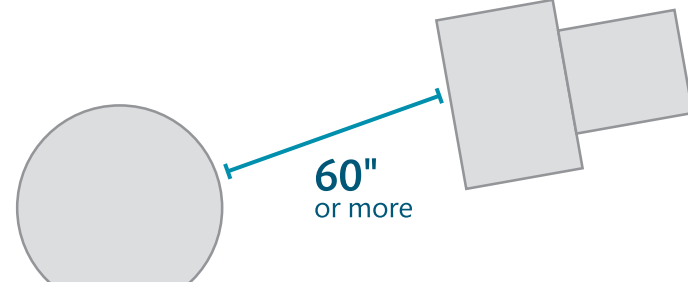
Stool height

Recommendation



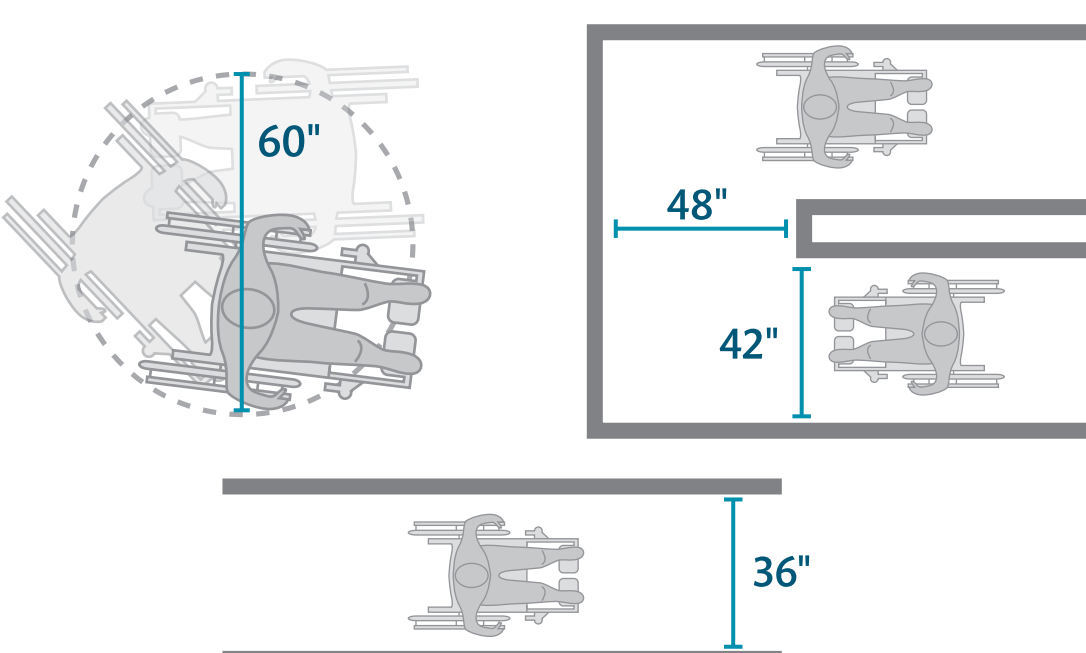
**Circulation between free-standing
components**

Recommendation



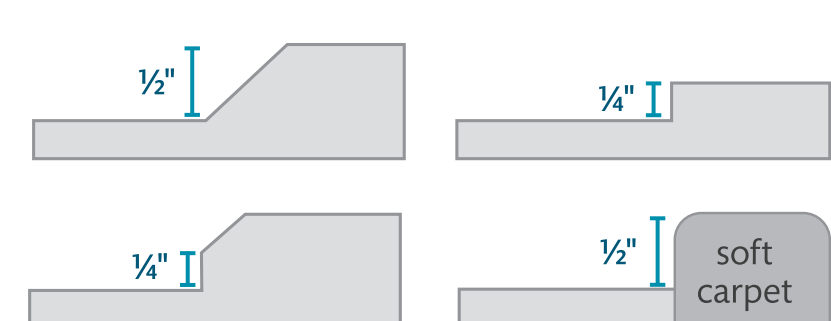
Wheelchair clearance

minimum measurements

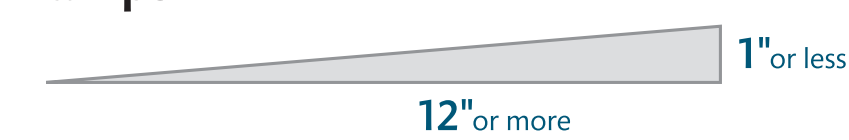


Flooring transitions –options

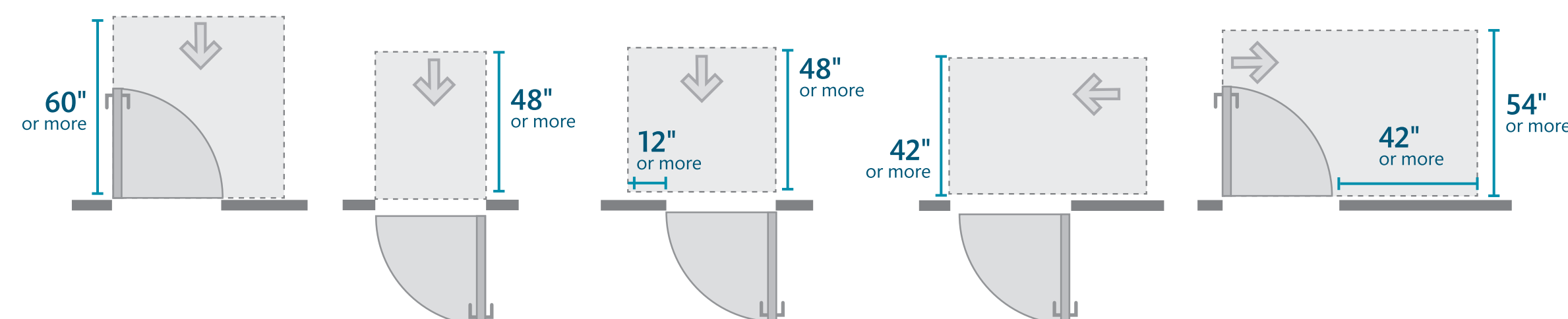
maximum measurements



Ramps

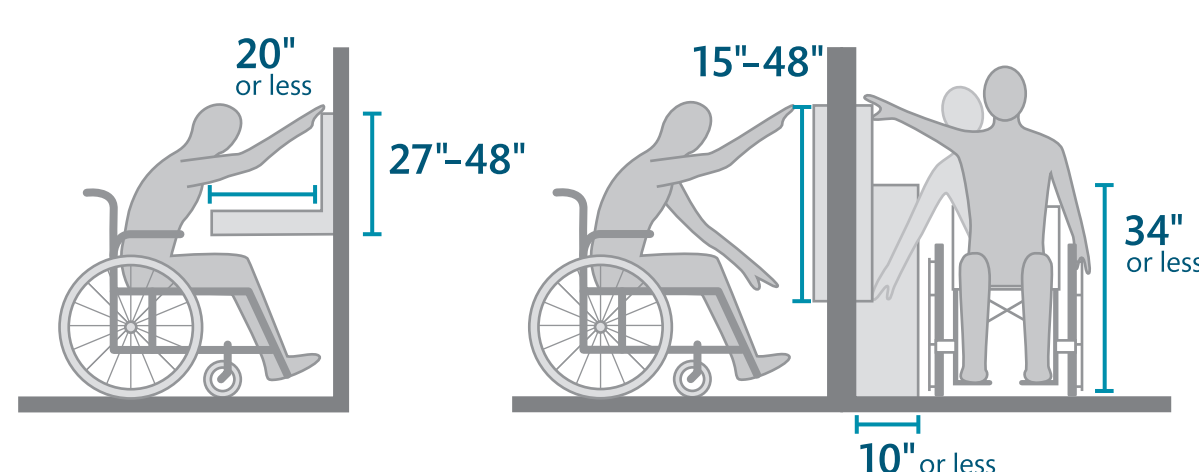


Door clearance – options



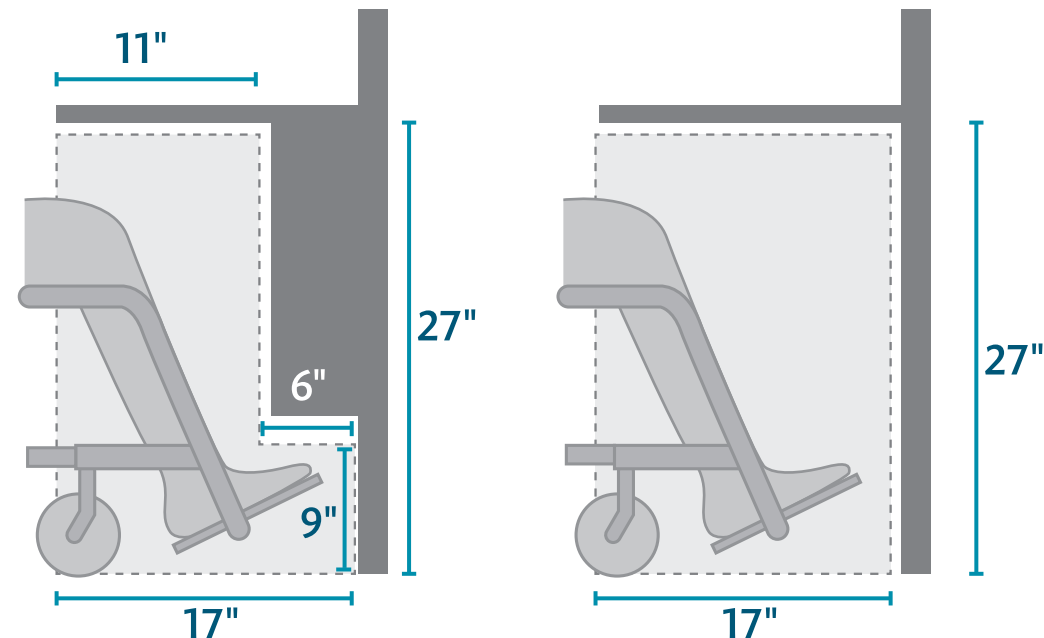
Reach

When possible minimize reach distance to 11"

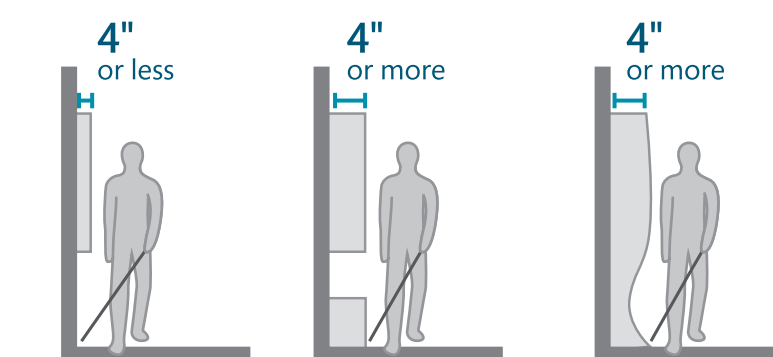


Wheelchair pull under –options

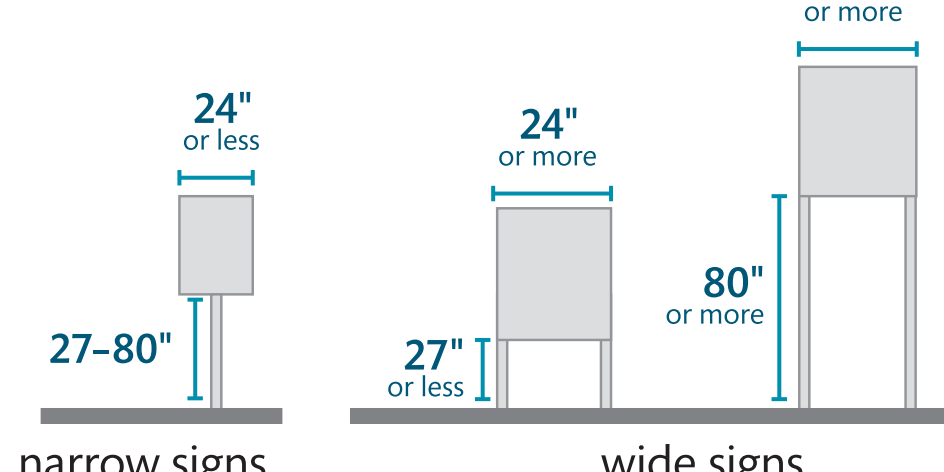
minimum measurements



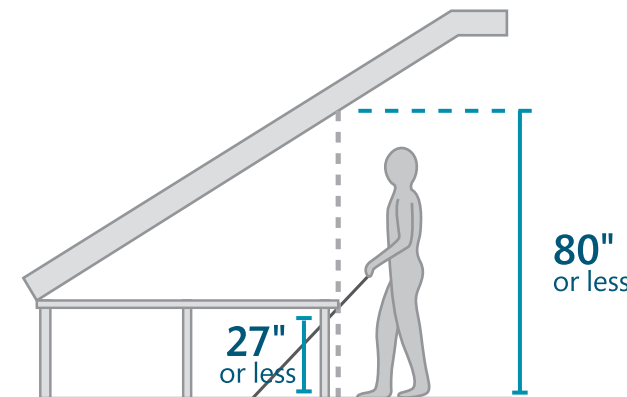
Protruding objects –options



Free-standing signs –options

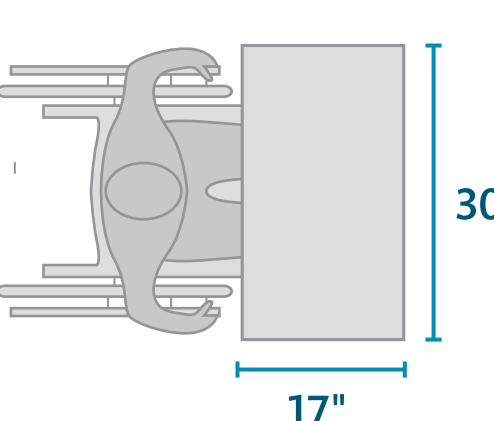


Head clearance



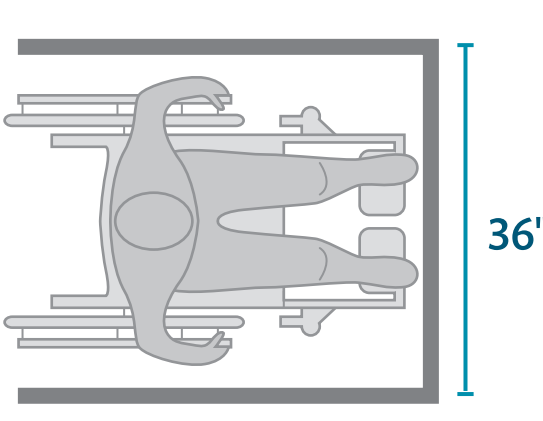
Pull under

minimum



Pull in

minimum



Maximum height
for wall text 70"
(except large titles)

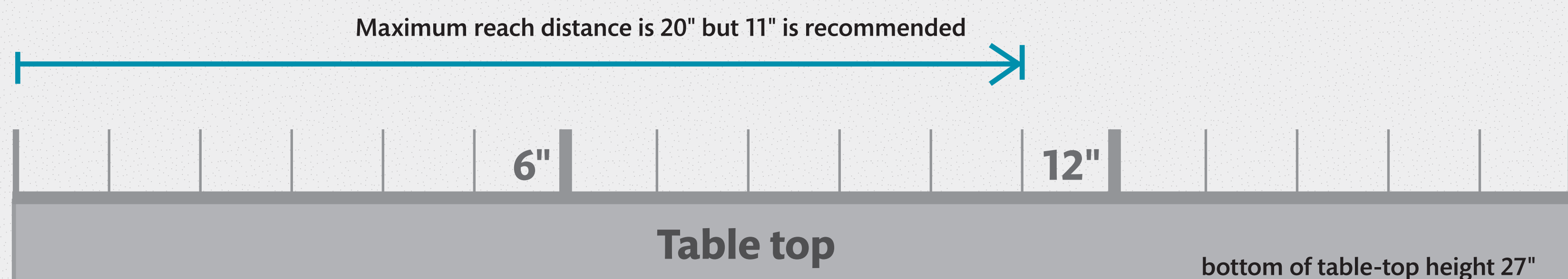
Ideal range
for wall text
48"–67"

Center line
for wall text

Minimum height
for wall text: 42"
(does not apply
for slant labels)

Range for reach

This shaded area is to scale



Produced by

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Unless marked as recommendations, all listed legal requirements
are taken from the 2010 ADA Standards for Accessible Design

Please hang this poster 4" from the floor

This project was supported in part by a grant from the Institute of Museum and Library Services.



6"

66"

60"

54"

48"

42"

36"

30"

24"

18"

12"

6"