

Are some of your fonts being cut off in MicroSoft Word?

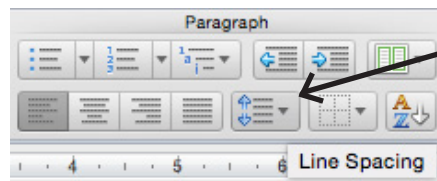
You have just purchased your brand new set of fonts and can't wait to use them. After installing them and testing them in MS Word, you notice some of the bottom or top of certain letters are being cut off. Grrrrrr.

See our example below.

Example of fonts cutting off

This is happening due to your program assigning each character a set height and width. For script and cursive fonts like the one above, you may find certain letters are slightly longer than most other letters. Too long in fact, for the character space which your program has allotted them.

To fix this, simply black out your text in full, then locate the Line Spacing button (shown in the screenshot below)



From the dropdown that appears when clicking this button, select 1.5. This expands the area assigned for the line of text, allowing your program to show the entire set of characters and not cut them off. Should you need a little more space, just select a higher number. See the finished and fixed example below. Ta-dah!

Example of fonts cutting off