

Basic Graphic Design for Library Staff: Quick and Easy Solutions
An Infopeople Webinar
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(link to archive)

BIBLIOGRAPHY

Crum, Marjorie and Marcia Layton Turner. *Complete Idiot's Guide to Graphic Design*. ALPHA. 2008. (1-59257-806-1)

- This typical volume in the Idiot's series is like the all the rest. It gives short answers and examples for a large variety of questions.

Garfield, Simon. *Just My Type: A Book about Fonts*. Gotham. 2011. (1592406521)

- Filled with extensive examples, Garfield tells the story of different type fonts, told with humor and a real love for the subject. A book to dip into from time to time, just for fun.

Golombisky, Kim and Rebecca Hagen. *White Space Is Not Your Enemy*. Focal Press. 2010. (0-240-81281-6)

- Sub-titled: *a beginner's guide to communicating visually through graphic, web & multimedia design*, this title includes chapters such as "Layout Sins," "Mini Art School," and "'I Need to Design This Today.'" Lots of valuable information.

Hustwit, Gary. *Helvetica: A Documentary Film*. Plexfilm. 2007. (B000VWEFP8) (Available on DVD.)

- The story of the world's most widely used and readable font, seen on street signs and all over the web, how it came to be, and why some designers consider it the perfect font while others see it as ugly, fascist and mind-numbing.

Loeff, David. *Graphic Essentials for Small Offices*. Creative Space Independent Publishing Platform. 2012. (1461052130)

- A great book for the very beginner who's been designated the person to create graphic oriented documents. A 14-page glossary covers the field, and at a price of around \$8.00, it's a bargain.

Murray, Katherine. *Microsoft Office 2010 Plain & Simple*. Microsoft. 2010. (0-7356-2697-3)

- Chapter 13 is devoted to “Creating a Publication in Publisher” and covers creating and using templates, adding images, copy, tables and printing final documents.

Selldon, Tony and Jane Waterhouse. *Graphic Design for Non-Designers*. Chronicle Books. 2009. (0-8118-6831-0)

- A good introduction that explains terminology, the use of space, color theory, choosing fonts, and copyright issues.

Shelly, Gary B. and Joy L. Starks. *Microsoft Publisher 2010: Introductory*. 2011. (0-538-74617-3)

- The first part of the book is a detailed guide to using Windows 7 and its Office software. The rest contains three long, detailed exercises to create a flyer, a trifold brochure, and a newsletter.

Tappenden, Curtis, et al. *Graphic Design*. Cassell Illustrated. 2004.

- This book is mostly about graphic design when not using a computer, but rather pencil and paper. Still, there is some valuable information, but not the first choice for the topic.

Weinschenk, Susan. *100 Things Every Designer Needs to Know about People*. New Riders. 2011. (0-321-76753-0)

- Weinschenk discusses the processes by which people see, read, remember, think, feel and focus their attention, as well as how they make mistakes and make decisions, with the objective of helping designers create more effective work.