

# 1. Don't use “batang, gulim or malgun gothic” fonts

The fonts “바탕, 굴림 or 맑은 고딕” are common defaults for English on Korean computers but should not be used for English documents.

- Times (new roman) is the standard for academic body text and Ariel is usually used for headings for Windows users.
- Helvetica is a popular choice for Apple users.
- Calibri is Microsoft's own default choice for Word 2007 but is not recommended.

There are different standards for web and print documents, and for academic and creative design. For the history of fonts see <http://www.urbanfonts.com/blog/font-histories/>

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- This material was designed by Adam Turner for graduate students writing for publication in English at Hanyang University in Seoul, Korea.
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