

Formatting HTML email templates (and signatures)

05/01/2026 11:55 am MDT

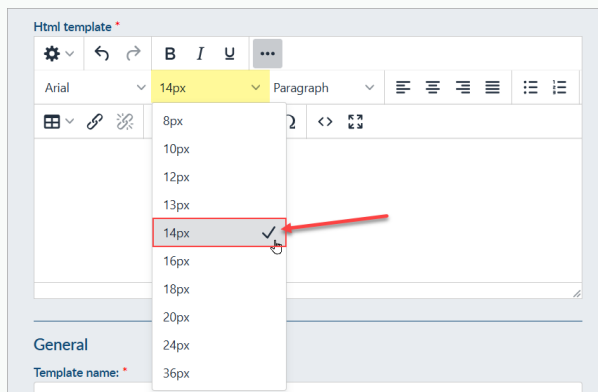
Fonts

DocBoss uses pixels as the font size in our templates. The below chart can be used to make a correlation between pixels and points.

Points	Pixels
6pt	8px
7pt	9px
7.5pt	10px
8pt	11px
9pt	12px
10pt	13px
10.5pt	14px
11pt	15px
12pt	16px
13pt	17px
13.5pt	18px
14pt	19px
14.5pt	20px
15pt	21px
16pt	22px
17pt	23px
18pt	24px
20pt	26px
22pt	29px
24pt	32px
26pt	35px
27pt	36px
28pt	37px
29pt	38px
30pt	40px
32pt	42px
34pt	45px
36pt	48px

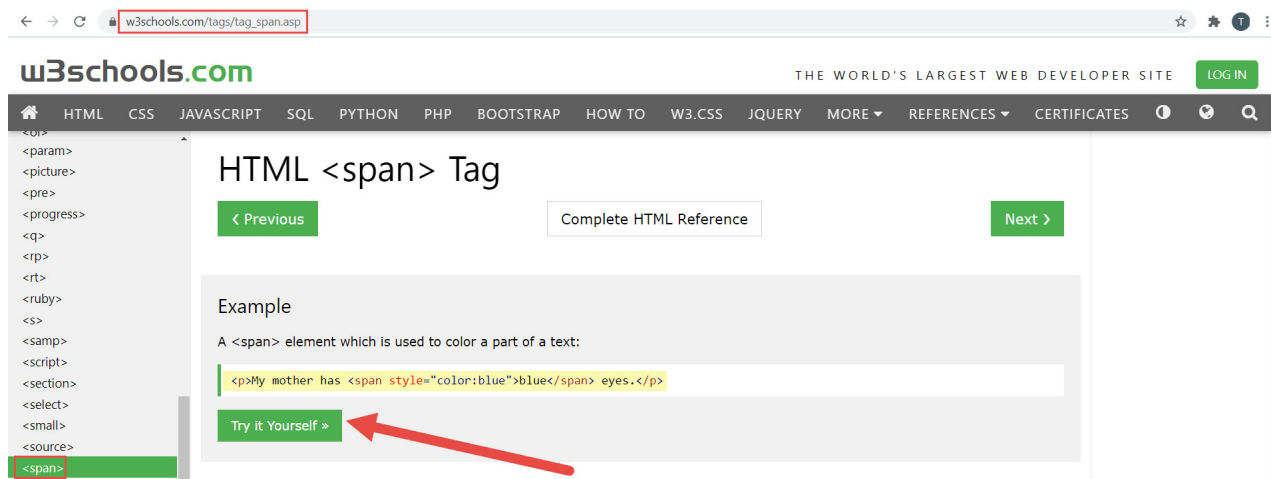


Example: If the expected font size should be **10.5pt**, the font size on the the template should be set to **14px**.



Apply other HTML styles

If a specific type of formatting is not available in our WYSIWYG editor (whether font-size, font-family etc), styles can be added directly to the SOURCE section of the HTML format using an opening **SPAN tag**.



Above web site is an example of where `` tags can be found. And there's an option to change and create new text. Just click "Try It Yourself".



Please let us know if you have any specific questions about formatting of email templates.