Formatting HTML email templates (and signatures)

09/16/2024 1:39 pm MDT

Fonts

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

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 14pt 19px 14pt 20px 15pt 21px 16pt 22px 17pt 23px 18pt 24px 20pt 26px 22pt 29px 24pt 32px 25pt 35px 27pt 36px 30pt 40px 32pt 42px 34pt 42px 34pt 45px	Points	Pixels
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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 25pt 35px 27pt 36px 30pt 40px 32pt 42px 32pt 42px 34pt 45px	7pt	9px
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 25pt 35px 25pt 35px 30pt 40px 32pt 42px 34pt 45px	7.5pt	10px
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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 25pt 35px 25pt 35px 25pt 35px 25pt 35px 25pt 34pt	9pt	12px
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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 25pt 35px 25pt 35px 25pt 36px 30pt 40px 32pt 42px 32pt 42px 32pt 42px	10.5pt	14px
13pt 17px 13.5pt 18px 14pt 19px 14.5pt 20px 15pt 21px 16pt 22px 17pt 23px 18pt 24px 20pt 26px 22pt 29px 24pt 32px 25pt 35px 27pt 36px 30pt 40px 32pt 42px 32pt 42px	11pt	15рх
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14pt 19px 14.5pt 20px 15pt 21px 16pt 22px 17pt 23px 18pt 24px 20pt 26px 24pt 32px 26pt 35px 27pt 36px 28pt 37px 30pt 40px 32pt 42px 34pt 45px	13pt	17рх
14.5pt 20px 15pt 21px 16pt 22px 17pt 23px 18pt 24px 20pt 26px 22pt 29px 24pt 32px 26pt 35px 27pt 36px 30pt 40px 32pt 42px 32pt 42px	13.5pt	18px
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17pt 23px 18pt 24px 20pt 26px 22pt 29px 24pt 32px 26pt 35px 27pt 36px 28pt 37px 29pt 38px 30pt 40px 32pt 42px 34pt 45px	15pt	21px
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26pt 35px 27pt 36px 28pt 37px 29pt 38px 30pt 40px 32pt 42px 34pt 45px	22pt	29рх
27pt 36px 28pt 37px 29pt 38px 30pt 40px 32pt 42px 34pt 45px	24pt	32рх
28pt 37px 29pt 38px 30pt 40px 32pt 42px 34pt 45px	26pt	35рх
29pt 38px 30pt 40px 32pt 42px 34pt 45px	27pt	Збрх
30pt 40px 32pt 42px 34pt 45px	28pt	37рх
32pt 42px 34pt 45px	29pt	38рх
34pt 45px	30pt	40px
	32pt	42px
36pt 48px	34pt	45px
	36pt	48px

i.e if the expectation is a 10.5 pt font size, then in docboss interface 14 should be selected (14 px).

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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.

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u3schools.com The world's largest web developer site					LOG	IN	
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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".

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🖀 🗮 🖺 🚫 🕕 Run »	Result Size: 753 x 605
<pre> <td>The span element Docboss System Logo is blue.</td></pre>	The span element Docboss System Logo is blue.

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