

Unicode

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Unicode

Most books don't use more than the characters on our keyboards. There is the occasional need for © or é. Word has an *Insert > Symbol* feature, Programs like Affinity Publisher or InDesign have glyph panels. But with hundreds, thousands, even tens of thousands of glyphs in a font, finding what you need can be daunting (both TTF and OTF fonts can contain over 64,000 characters).

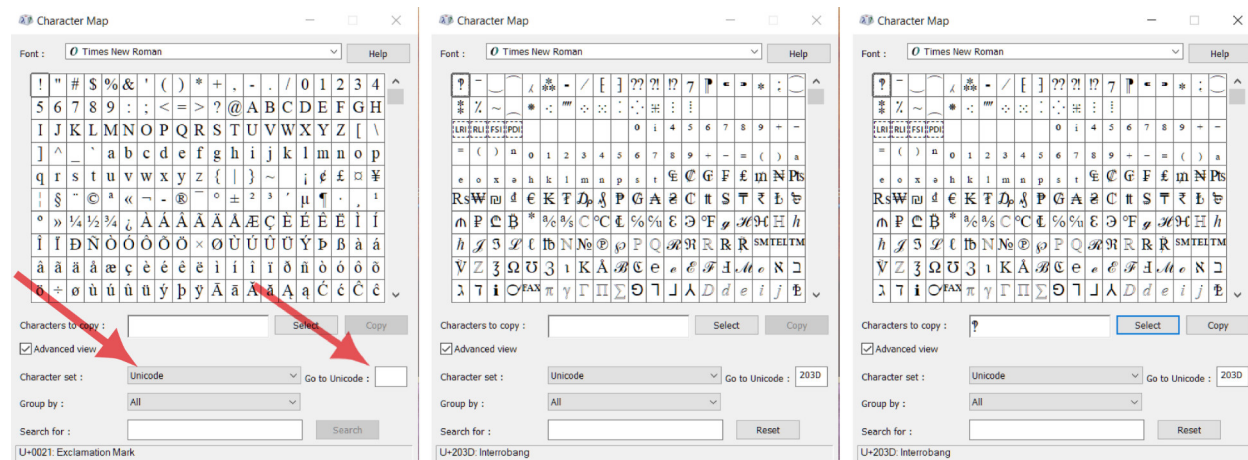
More convenient would be learning a 4-digit code, and type it in as you are working. That recognition, in the 1980s, grew into Unicode: a code that would identify specific characters, worldwide. Today, the Unicode Consortium coordinates the development of Unicode. It covers modern languages, historic scripts, and long-dead scripts: that's between 159–1000 languages, depending on how you count them, containing, in Version 14.0, 144,697 characters!

For more information: <https://www.unicode.org/main.html>; for Unicode tables: <https://www.unicode.org/charts/>

It is important to remember, what should be obvious, most Unicode characters are not contained in most fonts. Glyphs used in a document that are not contained in a font are represented by a space, a box, or some odd symbol, and unrepresented characters can cause huge problems, from font substitutions to a book not printing at all.

Using Unicode is simple, but it can feel daunting because it's something most of us don't do.

Character Map: this is a PC feature, that opens a panel with all of the characters contained within a specific font. Scrolling is usually impractical. Set Character set to Unicode, then type the code into the box. The desired character will be highlighted. Click Select, then Copy: paste it where you want it. The codes are not case sensitive, you can use, for example, 203D or 203d.



Macs have a similar feature, see <https://www.macworld.com/article/232439/how-to-find-and-insert-special-characters-in-macos.html> also, <https://www.macworld.com/article/671016/how-type-at-euro-hash-special-characters-mac.html>

Print books: For print books, if the font you use has the character you want, you'll have no trouble using Unicode code. If it does not, for example, have é, use a similar font that has the é, but only for the é. For eBooks, there are limits on what Unicode characters you may use, check the documentation for eBooks.

Unicode vs. Keystroke: The Windows Character Map shows characters and their respective

Unicode value, or code points. Some characters, also have a keystroke value as well, for example:

- © —Unicode U+00A9 and Keystroke Alt+0169
- ° —Unicode U+00B0 and Keystroke Alt+0176

Because programs like Affinity Publisher, or InDesign do not recognize the keystroke Alt+ code, and because you *can* use the Unicode values in programs like Word that accept both keystroke codes and Unicode values, the following charts show only the Unicode values.

Case sensitive: The code *is not* case sensitive.

Numeric Keypad: Word requires that Alt+ values be typed on a numeric keypad, not your basic keyboard. For keyboards without a numeric keypad, there are emulators. In Window 10, for example: Ctrl  O will bring up the On Screen Keyboard. Click on the Options Key, then select *Turn on numeric keypad*. Finally, make sure NumLock is on (blue). When entering numbers make sure you hear the click or see the number before entering the next number. See Word below.

Using Unicode: This is program specific:

Word: Type the Unicode code on your keyboard, hold down Alt type x—e.g. *00a9* > Alt x © Or, for Alt+, hold the Alt key, enter the Alt+ code on your numeric keypad, hit enter or the spacebar—e.g. *Alt 0169* > Enter ©

Affinity products: type U+ and the code, hold down Alt and type u—e.g. *u+00a9* > Alt u ©

InDesign: other than using InDesign's Glyph Panel, you need a script to use Unicode. See <https://creativepro.com/type-any-unicode-character-you-want-in-indesign/>

In the following, except for the seven Unicode examples at the end, everything is from Times New Roman.

Basic Latin 1

	U+	Description			
!	0021	exclamation mark	J	004A	Latin capital letter J
"	0022	quotation mark	K	004B	Latin capital letter K
#	0023	number sign	L	004C	Latin capital letter L
\$	0024	dollar sign	M	004D	Latin capital letter M
%	0025	percent sign	N	004E	Latin capital letter N
&	0026	ampersand	O	004F	Latin capital letter O
'	0027	apostrophe	P	0050	Latin capital letter P
(	0028	left parenthesis	Q	0051	Latin capital letter Q
)	0029	right parenthesis	R	0052	Latin capital letter R
*	002A	asterisk	S	0053	Latin capital letter S
+	002B	plus sign	T	0054	Latin capital letter T
,	002C	comma	U	0055	Latin capital letter U
-	002D	hyphen-minus	V	0056	Latin capital letter V
.	002E	full stop	W	0057	Latin capital letter W
/	002F	solidus	X	0058	Latin capital letter X
0	0030	digit zero	Y	0059	Latin capital letter Y
1	0031	digit one	Z	005A	Latin capital letter Z
2	0032	digit two	[	005B	left square bracket
3	0033	digit three	\	005C	reverse solidus
4	0034	digit four	]	005D	right square bracket
5	0035	digit five	^	005E	circumflex accent
6	0036	digit six	_	005F	low line
7	0037	digit seven	`	0060	grave accent
8	0038	digit eight	a	0061	Latin small letter a
9	0039	digit nine	b	0062	Latin small letter b
:	003A	colon	c	0063	Latin small letter c
;	003B	semicolon	d	0064	Latin small letter d
<	003C	less-than sign	e	0065	Latin small letter e
=	003D	equals sign	f	0066	Latin small letter f
>	003E	greater-than sign	g	0067	Latin small letter g
?	003F	question mark	h	0068	Latin small letter h
@	0040	commercial at	i	0069	Latin small letter i
A	0041	Latin capital letter A	j	006A	Latin small letter j
B	0042	Latin capital letter B	k	006B	Latin small letter k
C	0043	Latin capital letter C	l	006C	Latin small letter l
D	0044	Latin capital letter D	m	006D	Latin small letter m
E	0045	Latin capital letter E	n	006E	Latin small letter n
F	0046	Latin capital letter F	o	006F	Latin small letter o
G	0047	Latin capital letter G	p	0070	Latin small letter p
H	0048	Latin capital letter H	q	0071	Latin small letter q
I	0049	Latin capital letter I	r	0072	Latin small letter r
			s	0073	Latin small letter s
			t	0074	Latin small letter t
			u	0075	Latin small letter u

v	0076	Latin small letter v
w	0077	Latin small letter w
x	0078	Latin small letter x
y	0079	Latin small letter y
z	007A	Latin small letter z
{	007B	left curly bracket
	007C	vertical line
}	007D	right curly bracket
~	007E	tilde
	007F	no-break space

Latin 1 Supplement

¡	00A1	inverted exclamation mark
¢	00A2	cent sign
£	00A3	pound sterling sign
¤	00A4	generic/unknown currency sign
¥	00A5	yen sign
¦	00A6	broken bar
§	00A7	section sign
¨	00A8	diaeresis
©	00A9	copyright sign
ª	00AA	feminine ordinal indicator
«	00AB	left double angle quote mark
¬	00AC	not sign
–	00AD	soft hyphen
®	00AE	registered sign
—	00AF	macron
°	00B0	degree sign
±	00B1	plus-minus sign
²	00B2	superscript two
³	00B3	superscript three
´	00B4	acute accent
µ	00B5	micro sign
¶	00B6	pilcrow sign
·	00B7	middle dot
,	00B8	cedilla
¹	00B9	superscript one
º	00BA	masculine ordinal indicator
»	00BB	right double angle quote mark
¼	00BC	vulgar fraction one quarter
½	00BD	vulgar fraction one half
¾	00BE	vulgar fraction three quarters

¿	00BF	inverted question mark
À	00C0	Latin capital A with grave
Á	00C1	Latin capital A with acute
Â	00C2	Latin capital A with circumflex
Ã	00C3	Latin capital A with tilde
Ä	00C4	Latin capital A with dieresis
Å	00C5	Latin capital A with ring above
Æ	00C6	Latin capital Ae
Ç	00C7	Latin capital C with cedilla
È	00C8	Latin capital E with grave
É	00C9	Latin capital E with acute
Ê	00CA	Latin capital E with circumflex
Ë	00CB	Latin capital E with dieresis
Ì	00CC	Latin capital I with grave
Í	00CD	Latin capital I with acute
Î	00CE	Latin capital I with circumflex
Ï	00CF	Latin capital I with dieresis
Ð	00D0	Latin capital eth
Ñ	00D1	Latin capital N with tilde
Ò	00D2	Latin capital O with grave
Ó	00D3	Latin capital O with acute
Ô	00D4	Latin capital O with circumflex
Õ	00D5	Latin capital O with tilde
Ö	00D6	Latin capital O with dieresis
×	00D7	multiplication sign
Ø	00D8	Latin capital O with stroke
Ù	00D9	Latin capital U with grave
Ú	00DA	Latin capital U with acute
Û	00DB	Latin capital U with circumflex
Ü	00DC	Latin capital U with dieresis
Ý	00DD	Latin capital Y with acute
Þ	00DE	Latin capital letter thorn
ß	00DF	Latin small letter sharp S
à	00E0	Latin small a with grave
á	00E1	Latin small a with acute
â	00E2	Latin small a with circumflex
ã	00E3	Latin small a with tilde
ä	00E4	Latin small a with dieresis
å	00E5	Latin small a with ring above
æ	00E6	Latin small letter ae
ç	00E7	Latin small c with cedilla
è	00E8	Latin small e with grave
é	00E9	Latin small e with acute
ê	00EA	Latin small e with circumflex

ë	00EB	Latin small e with dieresis
ì	00EC	Latin small i with grave
í	00ED	Latin small i with acute
î	00EE	Latin small i with circumflex
ï	00EF	Latin small i with dieresis
ð	00F0	Latin small letter eth
ñ	00F1	Latin small n with tilde
ò	00F2	Latin small o with grave
ó	00F3	Latin small o with acute
ô	00F4	Latin small o with circumflex
õ	00F5	Latin small o with tilde
ö	00F6	Latin small o with dieresis
÷	00F7	division sign
ø	00F8	Latin small o with stroke
ù	00F9	Latin small u with grave
ú	00FA	Latin small u with acute
û	00FB	Latin small u with circumflex
ü	00FC	Latin small u with dieresis
ý	00FD	Latin small y with acute
þ	00FE	Latin small letter thorn
ÿ	00FF	Latin small y with dieresis

-	2011	non-breaking hyphen
—	2013	en dash
—	2014	em dash
<	2039	single left angle quote mark
>	203A	single right angle quote mark

Marks

©	00A9	copyright sign
®	00AE	registered sign
®	2117	sound recording copyright
SM	2120	service mark
™	2122	trade mark sign
%	2105	care of

Currency

\$	0024	dollar sign
¢	00A2	cent sign
£	00A3	pound sign
¤	00A4	generic/unknown currency sign
¥	00A5	yen sign
€	20AC	Euro sign
₱	20B1	peso sign
₣	20A3	French frank sign
₽	20Bd	Russian ruble
₹	20B9	Indian rupee

Numbers

¼	00BC	vulgar fraction one quarter
½	00BD	vulgar fraction one half
¾	00BE	vulgar fraction three quarters
⅐	2150	vulgar fraction one seventh
⅑	2151	vulgar fraction one ninth
⅒	2152	vulgar fraction one tenth
⅓	2153	vulgar fraction one third
⅔	2154	vulgar fraction two thirds
⅕	2155	vulgar fraction one fifth
⅖	2156	vulgar fraction two fifths
⅗	2157	vulgar fraction three fifths
⅘	2158	vulgar fraction four fifths
⅙	2159	vulgar fraction one sixth
⅚	215A	vulgar fraction five sixths
⅛	215B	vulgar fraction one eighth
⅜	215C	vulgar fraction three eighths
⅝	215D	vulgar fraction five eighths
⅞	215E	vulgar fraction seven eighths
⅟	215F	fraction numerator one
¹	00B9	superscript one

Miscellaneous Selections (idiosyncratic)

Footnote Reference Marks

*	002A	asterisk
†	2020	dagger
‡	2021	double dagger
§	00A7	section sign
	2016	double vertical lines
¶	00B6	pilcrow sign
#	0023	number sign

Miscellaneous Punctuation

...	2026	horizontal ellipsis
‘	2018	left single quotation mark
’	2019	right single quotation mark
“	201C	left double quotation mark
”	201D	right double quotation mark
?	203D	interrobang
′	2032	single prime
″	2033	double prime
″	2034	triple prime

2	00B2	superscript two
3	00B3	superscript three
4	2074	superscript four
5	2075	superscript five
6	2076	superscript six
7	2077	superscript seven
8	2078	superscript eight
9	2079	superscript nine
0	2070	superscript zero
1	2081	subscript one
2	2082	subscript two
3	2083	subscript three
4	2084	subscript four
5	2085	subscript five
6	2086	subscript six
7	2087	subscript seven
8	2088	subscript eight
9	2089	subscript nine
0	2080	subscript zero
I	2160	Roman numeral one
II	2161	Roman numeral two
III	2162	Roman numeral three
IV	2163	Roman numeral four
V	2164	Roman numeral five
VI	2165	Roman numeral six
VII	2166	Roman numeral seven
VIII	2167	Roman numeral eight
IX	2168	Roman numeral nine
X	2169	Roman numeral ten
XI	216A	Roman numeral eleven
XII	216B	Roman numeral twelve
L	216C	Roman numeral fifty
C	216D	Roman numeral one hundred
D	216E	Roman numeral five hundred
M	216F	Roman numeral one thousand
i	2170	sm. Rom. numeral one
ii	2171	sm. Rom. numeral two
iii	2172	sm. Rom. numeral three
iv	2173	sm. Rom. numeral four
v	2174	sm. Rom. numeral five
vi	2175	sm. Rom. numeral six
vii	2176	sm. Rom. numeral seven
viii	2177	sm. Rom. numeral eight
ix	2178	sm. Rom. numeral nine

x	2179	sm. Rom. numeral ten
xi	217A	sm. Rom. numeral eleven
xii	217B	sm. Rom. numeral twelve
l	217C	sm. Rom. numeral fifty
c	217D	sm. Rom. numeral one hundred
d	217E	sm. Rom. numeral five hundred
m	217F	sm. Rom. numeral one thousand

Basic Math Operators, Symbols, etc.

+	002B	plus sign
-	002D	hyphen-minus
—	2212	minus sign
×	00D7	multiplication sign
·	2219	bullet operator
÷	00F7	division sign
/	2215	division slash
±	00B1	plus-minus sign
<	003C	less than sign
>	003E	greater than sign
≤	2264	less than or equal to
≥	2265	greater than or equal to
=	003D	equals sign
≈	2248	almost equal to
≠	2260	not equal to
≡	2261	identical to
π	03C0	pi
√	221A	square root

Miscellaneous Symbols & Examples

•	2022	bullet
●	25CF	black circle
▪	25AA	black small square
■	25A0	black square
►	25BA	black right-pointing pointer
◆	2666	black diamond suit
→	2192	rightwards arrow
♪	266B	beamed eighth notes
#	266F	music sharp sign
ཨ	0F04	Tibetan Yig Mgo Mdun Ma*
♻	3004	Japanese industrial symbol*
✳	2735	eight pointed pinwheel star*
☳	2631	trigram for lake*
ཨ	0F57	Tibetan letter bha*
ಪ	0CAA	Kannada letter pa*
௧	0BF2	Tamil number one thousand*

* Set in Adobe Caslon

