

*FLUENT
LASER*

*F*onts

INSTRUCTIONS

**CASADY &
GREENE**

Part # M000-7

Casady & Greene, Inc. is dedicated to creating quality software for a reasonable price. We would greatly appreciate your not giving away our work to your friends and colleagues. To recoup our investment and continue producing new products, we must sell a large number of copies.

Please help us maintain our quality and reasonable prices by suggesting that others purchase their own Fluent Laser Fonts. Your own interests are served by supporting companies that create software for the Macintosh.

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The bitmap screen fonts that come with Fluent Laser Fonts can be copied for use with a single output device. The screen fonts are not in the public domain, but printing services may give copies of the screen fonts to customers for formatting documents to be printed on the licensed output device. The printer fonts may be installed on a single Macintosh and a single output device. Additional copies of the fonts must be purchased for use on additional computers connected to the licensed output device.

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Sharing Screen Fonts

Fluent Laser Fonts screen fonts may be used on any Macintosh for formatting documents to be printed on a licensed output device. They may not be resold unless they are on a disk manufactured by Casady & Greene, Inc.

Site License for Multiple Output Devices

The purchase of a Fluent Laser Fonts package licenses the PostScript and TrueType fonts in that package for use on one computer and one output device. Call Casady and Greene for our site license prices for additional CPUs and output devices (i.e. printers).

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About this Manual

Section 1

This section will help you decide which type of fonts are best for your set-up. Fluent Laser Fonts disks include three types of fonts: bitmapped screen fonts, PostScript fonts, and TrueType fonts.

Section 2 (PostScript)

This section provides information for installing PostScript fonts. There are two sets of instructions in this section—one for System 6.0.8 or earlier, and the other for System 7.0 or later.

Section 3 (TrueType)

This section provides information for installing TrueType fonts. The section is broken into two parts—one for System 6.0.8 or earlier, and the other for System 7.0 or later.

Section 4 (Using Fonts)

Section 4 describes ways to optimize performance of Fluent Laser Fonts with your computer and printer; provides tips for getting the best results from Fluent Laser Fonts; and answers questions you might have about common font problems. Technical support information from Casady & Greene, Inc. is also given in this section.

Glossary

Glossary of terms used in this manual.

Introduction

Why use different fonts? In communicating with the printed word, the use of fonts gives the document a non-verbal message that is understood at an emotional level. When looking for a casual family restaurant in the Yellow Pages, you might skip over restaurant names printed in a formal script, such as Regency Script. *But if you are planning a special, romantic dinner for two, you might be attracted by an ad using Regency Script.* Fonts deliver a mental image that influence the message in your text. They also provide variety that pleases the eye. Fluent Laser Fonts make your message stand out in a crowd of **Helvetica**s and **Couriers**.

About Fluent Laser Fonts

Fluent Laser Fonts print with maximum quality at any point size allowed by the software application being used. Several applications allow any size between 4 and 127 points (or larger, using the Scaling option in the Print dialog box). Whichever size is used, the fonts will print at the maximum resolution of the printer.

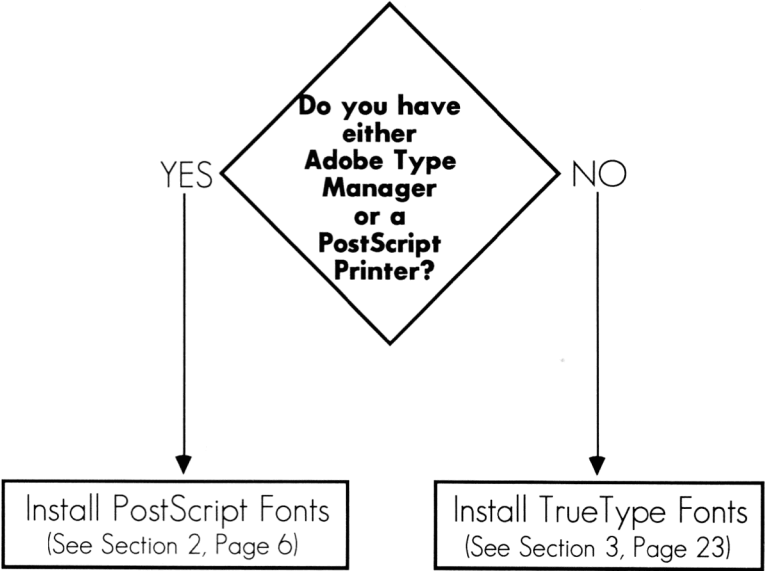
When used with the Apple LaserWriter, Fluent Laser Fonts print at a resolution of 300 dots per inch (dpi). When printed on a Linotronic 300, they print at 1270 or 2540 dpi. This is possible because Fluent Laser Fonts are described as outlines which print out at the highest printer resolution. The information for a particular character in a font consists of instructions on how to draw the outline of the character, and what areas should be filled with black. The printer draws and fills the character as accurately as its resolution allows.

Fluent Laser Fonts were created with Fontographer from Altsys Corporation. Fluent Laser Fonts may be edited for your own use by using the Fontographer software on your Macintosh. You may NOT distribute modified versions to others. A recent court case established that PostScript font files are protected by copyright laws, including files derived from PostScript font files.

Section 1

Which Should I Use, PostScript or TrueType?

The Fluent Laser Fonts disks contains two competing font technologies—PostScript and TrueType. The following section will help you decide which to use. We do not recommend that you install both PostScript and TrueType fonts. Generally, if you are using ATM (Adobe Type Manager) and/or a PostScript printer you should install PostScript fonts. Otherwise, you should install TrueType fonts. Installation of PostScript fonts is described in Section 2. Installation of TrueType fonts is described in Section 3. If you do not know whether your printer is PostScript, check the manual that came with your printer.



Section 2

PostScript and Screen Fonts

To install PostScript fonts, you must install both screen fonts and PostScript printer fonts. You need the screen fonts so the Macintosh can display the fonts in the Fonts menu and you need the Postscript Fonts so the printer knows how to draw the fonts. The following instructions tell you how to install screen fonts and PostScript fonts in System 6.0.8 and earlier. **If you are using System 7 or later, skip to section 2-B (page 13)** for instructions on installing PostScript and screen fonts into System 7.

If you are using a program like Suitcase II, follow the instructions for decompressing the fonts and then use the instructions that came with your software to install fonts.

2-A) Installing Screen Fonts in System 6.0.8 or earlier versions

Decompressing (Unstuffing) Screen Fonts

Due to space limitations, we have compressed the fonts to allow more of them to be placed on each disk. Files that have been compressed need to be decompressed before they can be used. You can tell a file is compressed if it has **.sit** following its name and uses this icon:



Basic Screen Fonts.sit

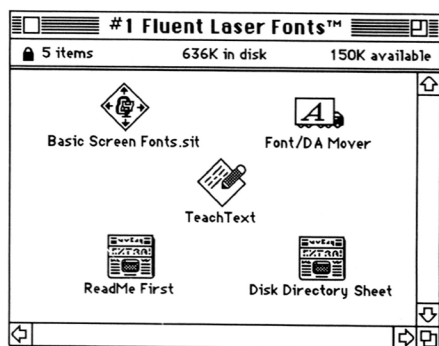
1. Create a folder on your hard disk where you can find it easily and label it *FLF Library*.



FLF Library

2. The enclosed Disk Directory Sheet will tell you where the Font/DA Mover is located. Locate that disk and copy the Font/DA Mover into your *FLF Library* folder.
3. Use the enclosed Disk Directory Sheet to determine which disks contain the **Screen Fonts** you want to install.

4. Insert the disk which contains the **Screen Fonts** you need. (*The contents of your disk may differ from the example used below.*)



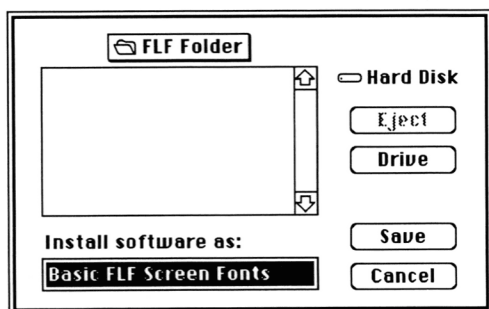
The window for this disk includes a file called “Basic Screen Fonts.sit”. This is a compressed file containing small sizes of the screen fonts for all of the fonts in this Fluent Laser Fonts Library. Depending on which library you purchased, the contents of your disk may vary.

5. Double click on the compressed file. The following window will appear.



6. Click on **Continue**. A window will appear asking where to install the fonts.

7. First locate and open the *FLF Library* folder by double-clicking on it (you may have to scroll down to see the folder), then, the following window will appear:

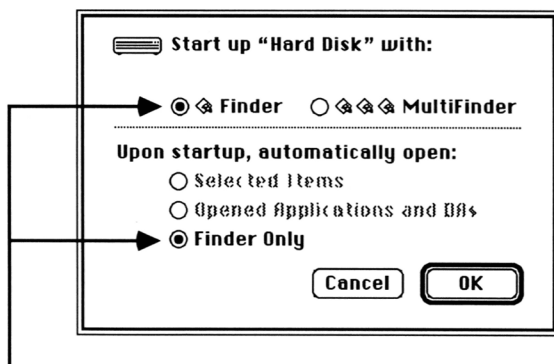


8. Click on **Save**. The decompressed files will be saved in the *FLF Library* folder on your hard disk. A dialog box will appear when the decompression is finished.
9. Click on **Quit**.
10. Remove the floppy disk from your Macintosh.

After decompressing, there will be two items in the *FLF Library* folder—the Font/DA Mover and a suitcase file which contains the Screen Fonts.

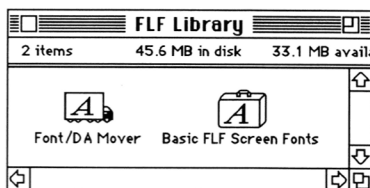
The next steps of this installation should only be done while running Finder.

11. Choose **Set Startup...** from the **Special** menu.



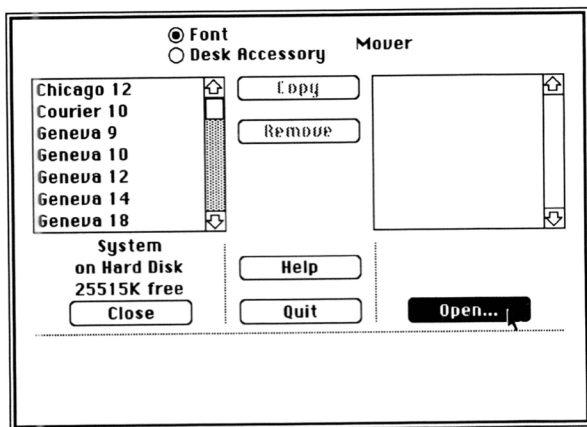
If both **Finder** and **Finder Only** are selected then click on **OK** and **skip to step 15**, otherwise **continue with step 12**.

12. Click on both **Finder** and **Finder Only** buttons so that the window appears as above.
13. Click on **OK**.
14. Restart your Macintosh.
15. Open the *FLF Library* folder that you created on your hard disk.

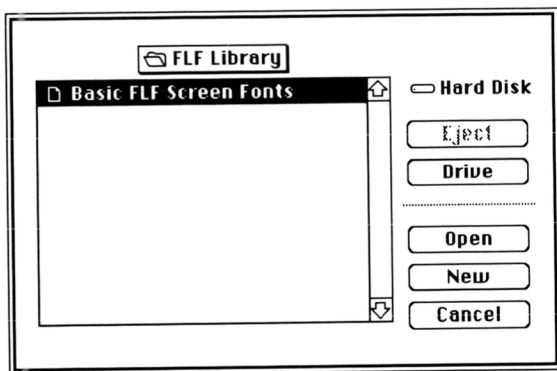


This example shows two files; the Font/DA Mover and a "Basic FLF Screen Fonts" suitcase. The contents of the particular suitcase you are decompressing and installing will differ.

16. Double click on the Font/DA Mover icon to open it. A window will open displaying a list of fonts already installed in your System.



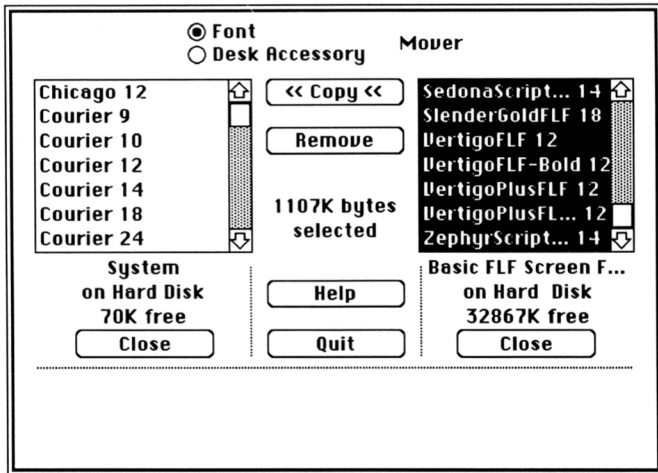
17. Click on the **Open...** button on the right side of the window. The following window will appear:



18. Select the suitcase file that contains the **Screen Fonts** you want to install by clicking on its name. (In our example it is "Basic Screen Fonts").
19. Click on the **Open** button. Fonts in the suitcase file will be listed in the window on the right.

20. To install some of the fonts see *section A*. To install all the fonts see *section B*.

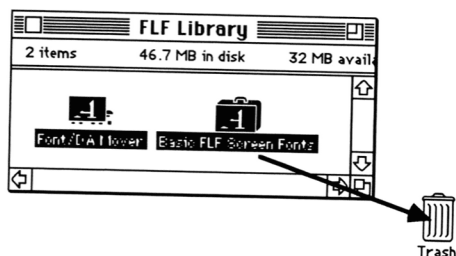
- A. **To select the specific fonts** you want to install from the list on the right, hold down the **shift** key and click on the name of each font you wish to install. Use the scroll bar to find fonts that are not visible in the window.
- B. **To select all the fonts**, start at the top of the list on the right, and *while holding down the mouse button*, drag the cursor down through the names as they scroll upwards. Do not let go of the mouse button until the list stops scrolling (See illustration below).



21. Once the desired fonts are selected, click on the **<< Copy <<** button. The fonts you selected will be installed in the System.
22. Click **Quit** to leave the Font/DA Mover program.

If there are more screen fonts to be installed, you must repeat the process of decompressing the screen fonts and using the Font/DA Mover to install them. (steps 4-22). The Disk Directory Sheet will help you determine which disks contain the screen fonts you need.

23. If you have finished installing **all** the screen fonts you need, you should remove any remaining suitcase files from the *FLF Library* folder by dragging them to the trash. You can also drag the Font/DA Mover to the trash or you can move it to another location on your hard disk. At this point the *FLF Library* folder should be empty to simplify decompression and installation of the PostScript printer fonts.



Do Not Forget the PostScript Printer Fonts

At this point you have installed the screen fonts and are ready to install the PostScript printer fonts. Skip to *Section 2C* (page 18) for instructions.

2-B) Installing Screen Fonts in System 7

Decompressing (Unstuffing) Screen Fonts

Due to space limitations, we have compressed the fonts to allow more of them to be placed on each disk. Files that have been compressed need to be decompressed before they can be used. You can tell a file is compressed if it has **.sit** following its name and uses this icon.



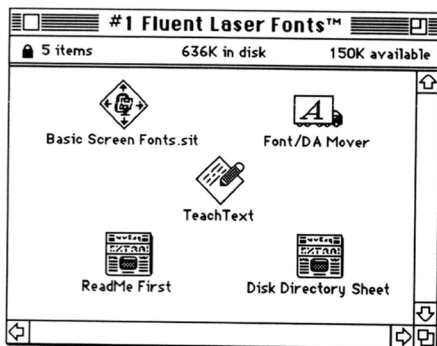
Basic Screen Fonts.sit

1. Create a folder on your hard disk where you can find it easily and label it *FLF Library*.



FLF Library

2. Use the enclosed Disk Directory sheet to determine which disks contain the **Screen Fonts** you want to install.
3. Insert the disk which contains the **Screen Fonts** you need. (*The contents of your disk may differ from the example used below.*)

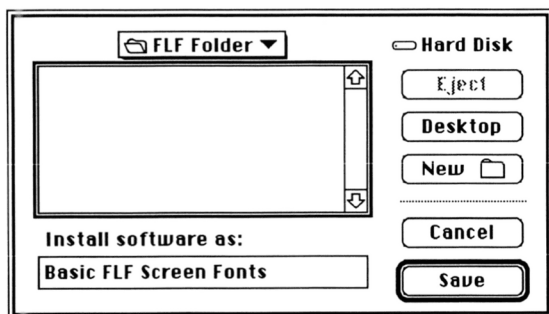


The window for this disk includes a file called "Basic Screen Fonts.sit". This is a compressed file containing small sizes of the screen fonts for all of the fonts in this Fluent Laser Fonts Library. Depending on which library you purchased, the contents of your disk may vary.

4. Double click on the compressed file. The following window will appear:

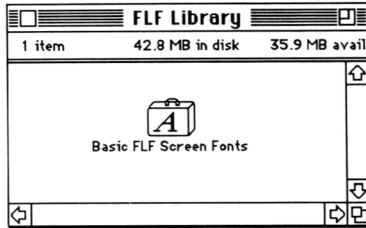


5. Click on **Continue**. A window will appear asking where to install the fonts.
6. First locate and open the *FLF Library* folder by double-clicking on it (you may have to scroll down to see the folder), then, the following window will appear:



7. Click on **Save**. The decompressed files will be saved in the *FLF Library* folder on your hard disk. A dialog box will appear when the decompression is finished.
8. Click on **Quit**.

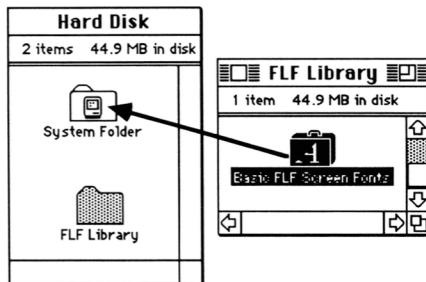
9. Remove the floppy disk from your Macintosh. You have now decompressed the screen fonts and are ready to install them into your system.
10. Open the *FLF Library* folder on your hard disk. Inside will be a suitcase file which contains the screen fonts.



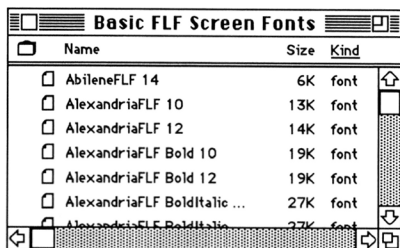
This example shows the "Basic FLF Screen Fonts" suitcase. The contents of the particular disk you are decompressing and installing may differ.

11. To install all the fonts in the suitcase see section A. To install some of the fonts see section B. **Make sure the closed System Folder is visible.**

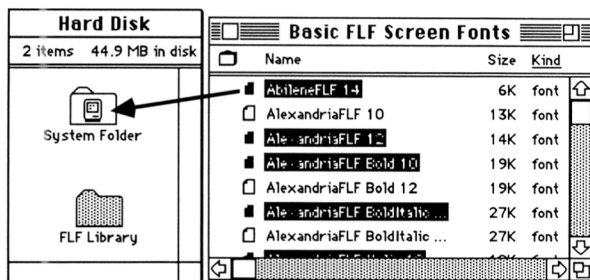
A. **To select all the fonts in the suitcase** drag the suitcase icon into the icon of the *closed* System Folder. Skip to step 12 (page 16).



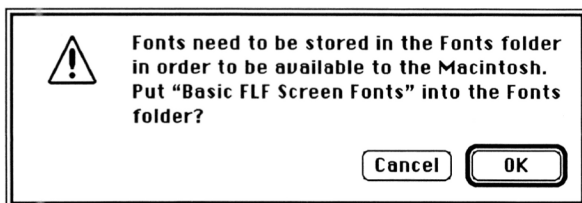
- B1. **To select the specific fonts** you want to install, double click on the Screen Fonts suitcase icon to open it.



- B2. Select the **Screen Fonts** you want to install by holding down the **shift** key and clicking on the name of each desired screen font.
- B3. Install the fonts by dragging one of the selected fonts into the **closed** System Folder—when you drag one of the selected fonts *the rest will follow*.



12. A dialog box, like the one below, will appear telling where the operating system wants to put the Screen Fonts. Your dialog box may differ depending on which fonts you install and the version of System 7 you are using.



13. Click on the **OK** button. The fonts will be installed.

14. Make sure the *FLF Library* folder is empty. If any suitcases remain, you may throw them away to avoid confusion later.

You may need to repeat this process of decompressing and installing the desired screen fonts until all screen fonts are installed (steps 3-14). The enclosed Disk Directory Sheet will help you choose the appropriate screen fonts to install. Once this is done you have finished installing the screen fonts and are ready to install the PostScript printer fonts (Section 2-C, page 18).

2-C) *Installing PostScript Fonts in System 6 or System 7*

Decompressing (Unstuffing) PostScript Fonts

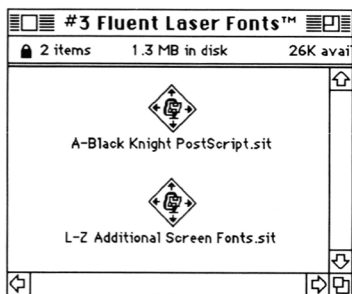
Due to space limitations, we have compressed the fonts to allow more of them to be placed on each disk. Files that have been compressed need to be decompressed before they can be used. You can tell a file is compressed if it has **.sit** following its name and uses this icon:



A-Black Knight PostScript.sit

PostScript fonts must be used with bitmapped screen fonts. If you have not already installed the screen fonts, follow the instructions in *Section 2* (page 6) for decompressing and installing screen fonts.

1. Use the enclosed Disk Directory Sheet to determine which disks contain the PostScript Printer Fonts you want to install.
2. Insert the disk which contains the PostScript Printer Fonts you need. (*The contents of your disk may differ from the example used below.*)

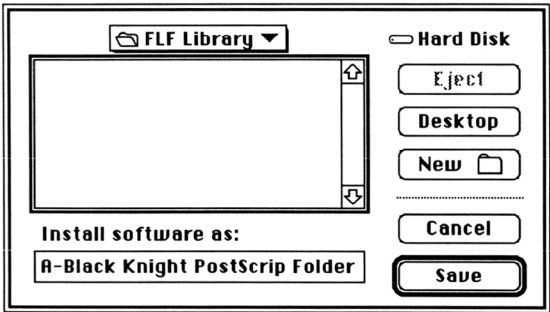


The window for this disk includes a file called "A-Black Knight PostScript.sit". This is a compressed file containing those PostScript fonts. Depending on which library you purchased, the contents of your disk may vary.

3. Double click on the compressed file. The following window will appear:



4. Click on **Continue**. A window will appear asking where to install the fonts.
5. First locate and open the *FLF Library* folder by double-clicking on it (you may have to scroll down to see the folder), then, the following window will appear:



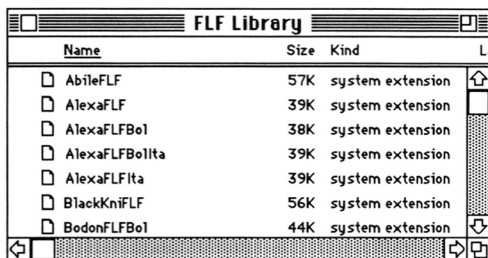
6. Click on **Save**. The decompressed files will be saved in the *FLF Library* folder on your hard disk. A dialog box will appear when the decompression is finished.

7. Click on . Remove the floppy disk from your Macintosh.

Repeat these decompression instructions for all disks which contain the PostScript printer fonts you wish to install (steps 2-7). The enclosed Disk Directory Sheet will help you locate the disks which contain the desired PostScript printer fonts. After decompressing, the PostScript printer fonts will be individual files in the *FLF Library* folder that you created on your hard disk.

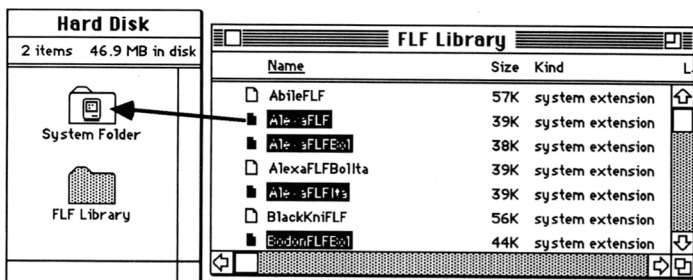
You have now decompressed the PostScript fonts and are ready to install them.

8. Open the *FLF Library* folder on your hard disk. If you select **View by Name** from the **View** menu, the folder will look similar to this:

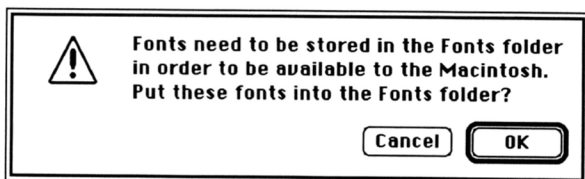


Remember you must have at least one PostScript font for each screen font you install. For instance, if you installed all of the fonts in the "Basic Screen Fonts" suitcase you should install all of the PostScript printer fonts. If you installed just selected screen fonts, you should install the PostScript printer fonts for just those selected fonts.

9. To install all the fonts see *section A*. To install some of the fonts see *section B*. **Make sure the Closed System Folder is visible.**
- A. **To select all PostScript fonts**, hold down the  key and type . **Skip to step 10 (page 21).**
- B. **To select the individual PostScript fonts** you want to install, hold down the  key and click on the name of each individual PostScript font you desire. You may have to scroll down to see all the fonts.



10. Install the fonts by dragging one of the selected fonts into the **closed** System Folder—when you drag one of the selected fonts *the rest will follow*.
11. If you are running system 7, a dialog box similar to the one below will appear. Click on the **OK** button. **In system 6, no dialog box will appear.**



The selected PostScript fonts will be placed in the appropriate place in the System Folder. If you installed all of the screen fonts from the "Basic Screen Fonts" suitcase make sure you installed all of the PostScript printer fonts from the various disks in the Fluent Laser Fonts package. Again, consult the Disk Directory Sheet to determine which fonts are on which disks.

12. You may throw the *FLF Library* folder away as the installation is now complete.
13. Restart your Macintosh. The fonts are ready to use.

Section 3

Installing TrueType Fonts

When installing TrueType fonts, it is advisable to install screen fonts as well. The screen fonts are not absolutely necessary, but they will give you a cleaner screen representation at small sizes. The quality of printing will not be affected.

The following instructions are for those using System 7. **If you are using System 6.0.7 or 6.0.8 skip to Section 3-C (page 33).**

3-A) Installing Screen Fonts in System 7

Decompressing (Unstuffing) Screen Fonts

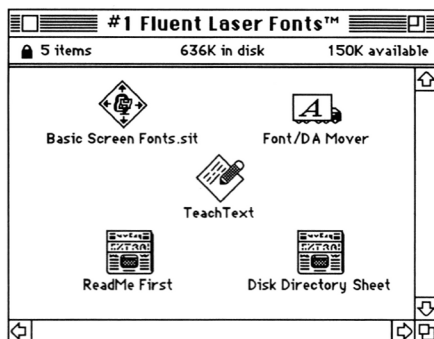
Due to space limitations, we have compressed the fonts to allow more of them to be placed on each disk. Files that have been compressed need to be decompressed before they can be used. You can tell a file is compressed if it has **.sit** following its name and uses this icon:



1. Create a folder on your hard disk where you can find it easily and label it *FLF Library*.



2. Use the enclosed Disk Directory Sheet to determine which disks contain the **Screen Fonts** you want to install.
3. Insert the disk which contains the **Screen Fonts** you need. (*The contents of your disk may differ from the example used on the next page.*)

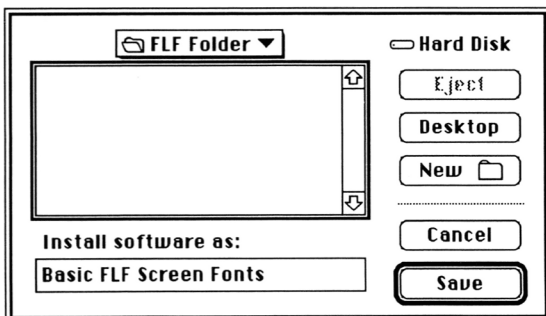


The window for this disk includes a file called “Basic Screen Fonts.sit”. This is a compressed file containing small sizes of the screen fonts for all of the fonts in this Fluent Laser Fonts Library. Depending on which library you purchased, the contents of your disk may vary.

4. Double click on the compressed file. The following window will appear.

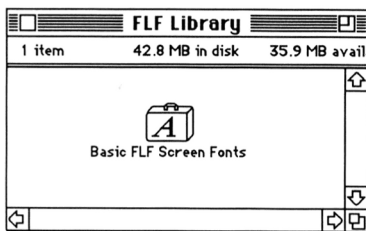


5. Click on **Continue**. A window will appear asking where to install the fonts.
6. First locate and open the *FLF Library* folder by double-clicking on it (you may have to scroll down to see the folder), then, the following window will appear:



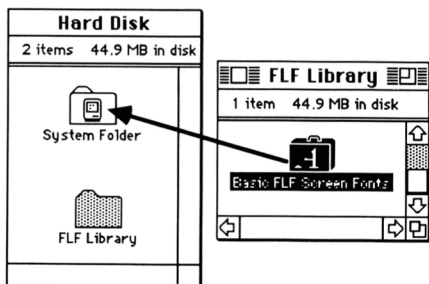
7. Click on **Save**. The decompressed files will be saved in the *FLF Library* folder on your hard disk. A dialog box will appear when the decompression is finished.
8. Click on **Quit**.
9. Remove the floppy disk from your Macintosh.
10. Open the *FLF Library* folder on your hard drive.

After decompressing, the *FLF Library* folder will contain a suitcase file which contains screen fonts.

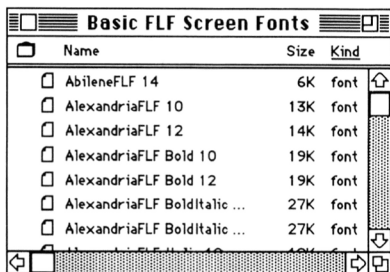


This example shows one file, "Basic FLF Screen Fonts" suitcase. The contents of the particular disk you are decompressing and installing may differ.

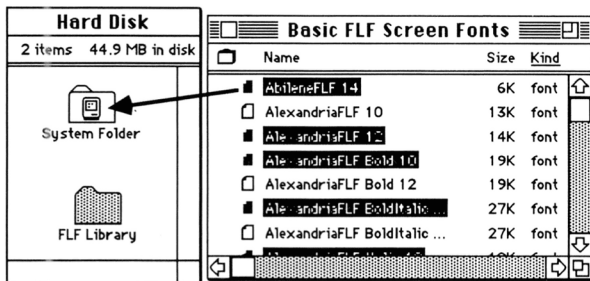
11. To install all the fonts in the suitcase see *section A*. To install some of the fonts see section B (page 26). **Make sure the Closed System Folder is visible.**
 - A. **To install all the fonts in the suitcase**, drag the screen fonts suitcase onto the icon of the *closed* System Folder. **Skip to step 12 (page 26).**



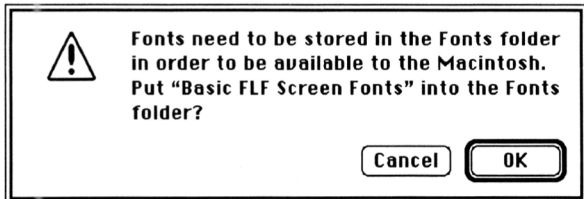
- B1. To **select the specific fonts** you want to install, double click on the screen fonts suitcase icon to open it.



- B2. Select the **Screen Fonts** you want to install by holding down the **shift** key and clicking on the name of each screen font you want to install.
- B3. Install the fonts by dragging one of the selected fonts into the **closed** System Folder—when you drag one of the selected fonts *the rest will follow*.



12. A dialog box, like the one below, will appear telling you where the Operating System wants the screen fonts installed. Your dialog box may differ depending on which fonts you install and the version of System 7 you are using.



13. Click on the  button. The fonts will be installed.
14. Make sure the *FLF Folder* is empty. If any suitcases remain, throw them away to avoid confusion later.

You may need to repeat this process of decompressing and installing the desired screen fonts until all screen fonts are installed (steps 3-14). The enclosed Disk Directory Sheet will help you find the disks which contain the screen fonts you want. Once this is done, you have finished installing the screen fonts and are ready to install the TrueType fonts (Section 3B page 28).

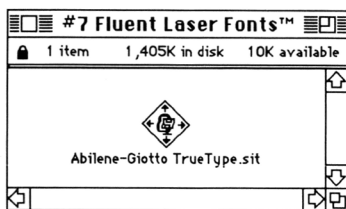
3-B) Installing TrueType Fonts in System 7

Decompressing (Unstuffing) TrueType Fonts

Due to space limitations, we have compressed the fonts to allow more of them to be placed on each disk. Files that have been compressed need to be decompressed before they can be used. You can tell a file is compressed if it has **.sit** following its name and uses this icon:



1. Use the enclosed Disk Directory Sheet to determine which disks contain the TrueType fonts you want to install.
2. Insert the disk which contains the desired TrueType fonts. *(The contents of your disk may differ from the example below.)*

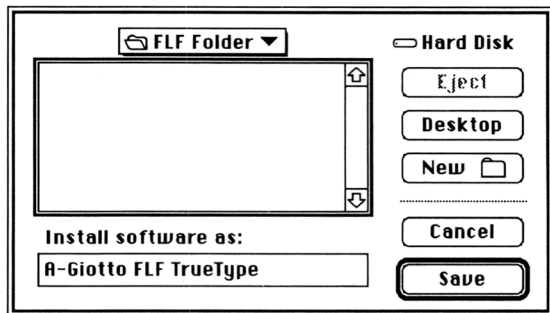


This example shows a compressed file which contains Abilene through Giotto TrueType fonts. The contents of your disk may differ.

3. Double click on the compressed file. The following window will appear:



4. Click on **Continue**. A window will appear asking where to install the fonts.
5. First locate and open the *FLF Library* folder by double-clicking on it (you may have to scroll down to see the folder), then, the following window will appear:

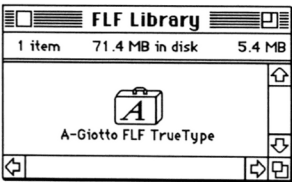


6. Click on **Save**. The decompressed files will be saved in the *FLF Library* folder on your hard disk. A dialog box will appear when the decompression is finished.
7. Click on **Quit**.
8. Remove the floppy disk from your Macintosh.

After decompressing, TrueType fonts will be in suitcase files in the *FLF Library* folder that you created on your hard disk. Fonts are put into suitcases alphabetically. The name of each suitcase will indicate the font(s) in that file.

9. Open the *FLF Library* folder on your hard disk.

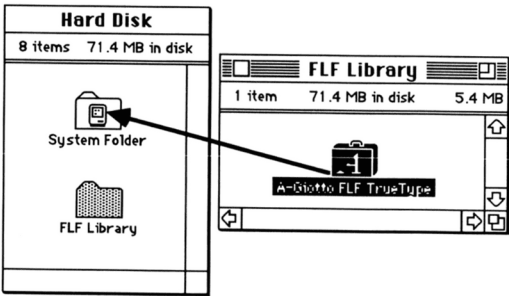
After decompressing, a suitcase file which contains screen fonts will be in the *FLF Library* folder.



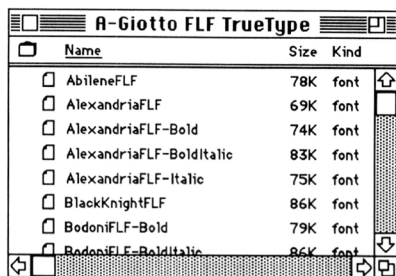
This example shows a suitcase which contains Abilene through Giotto TrueType fonts. The contents of the particular disk you are decompressing and installing may differ.

10. To install all the fonts in the suitcase see *section A*. To install some of the fonts see *section B*. **Make sure the closed System Folder is visible.**

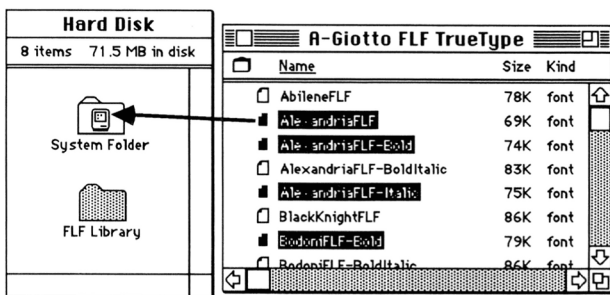
A. **To install all the fonts** in the suitcase, drag the suitcase icon onto the icon of the *closed* System Folder. **Skip to step 11 (page 32).**



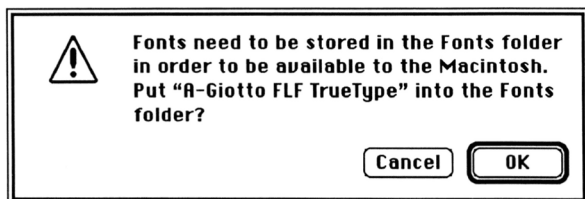
B1. **To select the specific fonts** you want to install, double click on the TrueType suitcase icon to open it.



- B2. Select the TrueType fonts you want to install by holding down the **shift** key and clicking on the name of each TrueType font you want to install. You may have to scroll down to get to all the fonts.
- B3. Install the fonts by dragging one of the selected fonts into the **closed** System Folder—when you drag one of the selected fonts *the rest will follow*.



11. A dialog box, like the one below, will appear telling where the operating system wants to put the TrueType fonts. Your dialog box may differ depending on which version of System 7 you are using.



12. Click on the  button. The fonts will be installed.
13. Make sure the *FLF Folder* is empty. If any suitcases remain, throw them away to avoid confusion later.

You will need to repeat this process of decompressing and installing the desired TrueType fonts until all TrueType fonts are installed (steps 2-13). The enclosed Disk Directory Sheet will help you find which disks contain the TrueType fonts you want to install. Once you have installed all the TrueType fonts, the installation is complete.

14. You may now throw the *FLF Library* folder away.
15. Restart your Macintosh. The fonts are now ready to use.

3-C) Installing Screen Fonts in System 6.0.7 or 6.0.8

Decompressing (Unstuffing) Screen Fonts

Due to space limitations, we have compressed the fonts to allow more of them to be placed on each disk. Files that have been compressed need to be decompressed before they can be used. You can tell a file is compressed if it has **.sit** following its name and uses this icon:



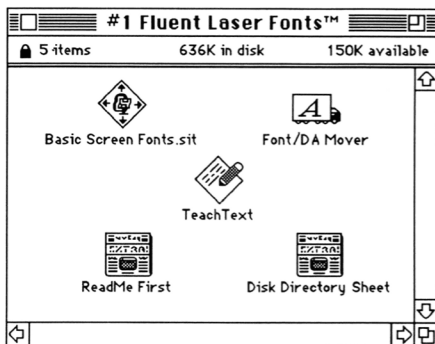
Basic Screen Fonts.sit

1. Create a folder on your hard disk where you can find it easily and label it *FLF Library*.



FLF Library

2. The enclosed Disk Directory Sheet will tell you where the Font/DA Mover is located. Locate that disk and copy the Font/DA Mover into your *FLF Library* folder.
3. Use the enclosed Disk Directory sheet to determine which disks contain the **Screen Fonts** you want to install.
4. Insert the disk which contains the **Screen Fonts** you need. (*The contents of your disk may differ from the example used below.*)

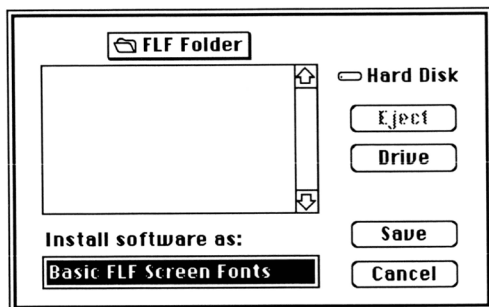


The window for this disk includes a file called "Basic Screen Fonts.sit". This is a compressed file containing small sizes of the screen fonts for all of the fonts in this Fluent Laser Fonts Library. Depending on which library you purchased, the contents of your disk may vary.

5. Double click on the compressed file. The following window will appear.



6. Click on **Continue**. A window will appear asking where to install the fonts.
7. First locate and open the *FLF Library* folder by double-clicking on it (you may have to scroll down to see the folder), then, the following window will appear:



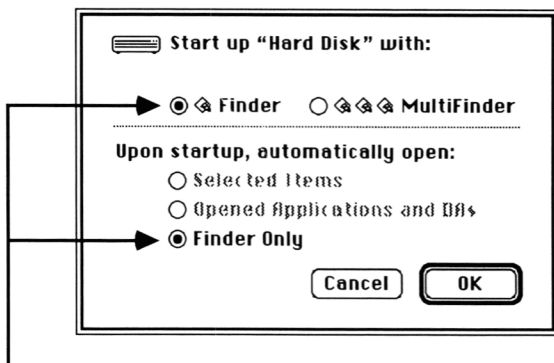
8. Click on **Save**. The decompressed files will be saved in the *FLF Library* folder on your hard disk. A dialog box will appear when the decompression is finished.
9. Click on **Quit**.
10. Remove the floppy disk from your Macintosh.

The fonts are now decompressed and you can proceed with the installation.

After decompressing, there will be a suitcase file which contains the screen fonts in the *FLF Library* folder.

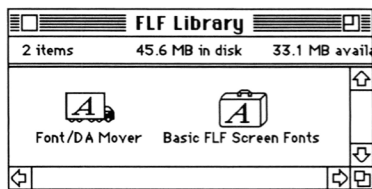
The next steps of this installation should only be done while running Finder.

11. Choose **Set Startup...** from the **Special** menu.



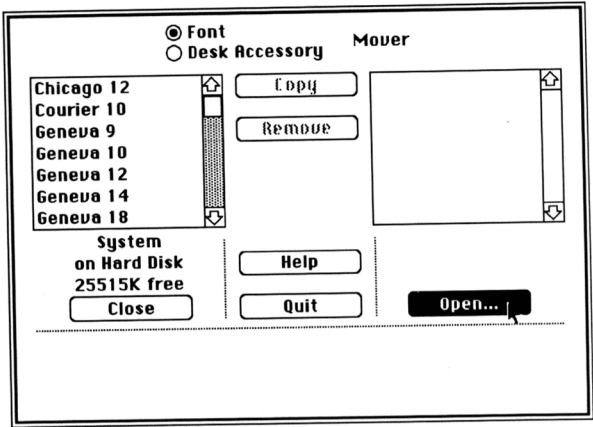
If both **Finder** and **Finder Only** are selected then click on **OK** and **skip to step 15**, otherwise **continue with step 12**.

12. Click on both **Finder** and **Finder Only** buttons so that the window appears as above.
13. Click **OK**.
14. Restart your Macintosh.
15. Open the *FLF Library* folder that you created on your hard disk.

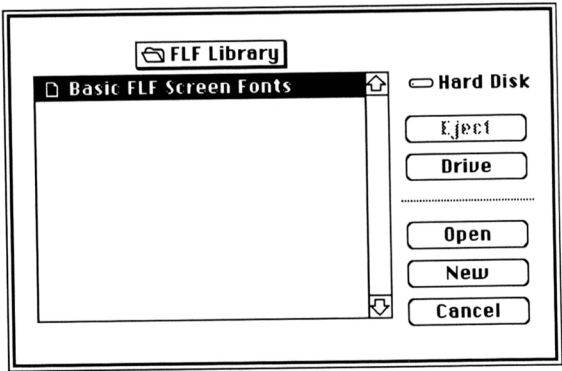


This example shows two files, the Font/DA Mover and a "Basic FLF Screen Fonts" suitcase. The contents of the particular suitcase you are decompressing and installing will differ.

16. Double click on the Font/DA Mover icon to open it. The following window will open displaying a list of fonts already installed in your System.



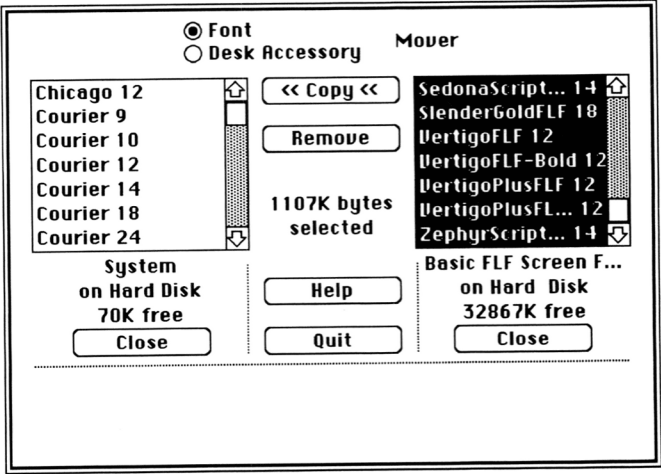
17. Click on the **Open...** button on the right side of the window. The following window will appear:

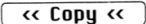


18. Highlight the desired font suitcase. Click on the **Open** button. Fonts will be listed in the window on the right.

19. To install some of the fonts see section A. To install all the fonts see section B .

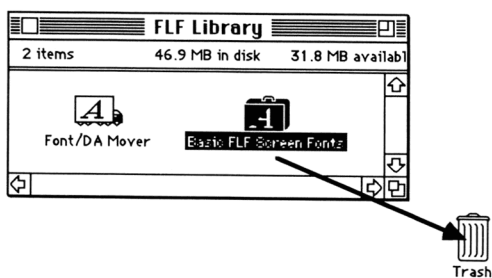
- A. **To select the specific fonts** you want to install from the list on the right, hold down the  key and click on the name of each font you wish to install. Use the scroll bar to find fonts that are not visible in the window.
- B. **To select all the fonts**, start at the top of the list on the right, and *while holding down the mouse button*, drag the cursor down through the names as they scroll upwards. Do not let go of the mouse button until the list stops scrolling (See illustration below).



20. Once the desired fonts are selected, click on the  button. The fonts you selected will be installed in the System.
21. Click  to leave the Font/DA Mover program.

If there are more screen fonts to be installed, you must repeat the process of decompressing the files and using the Font/DA Mover to install the desired screen fonts (steps 4-21). Consult the Disk Directory Sheet if you are not sure which screen fonts to install.

22. If you have finished installing all the screen fonts, you can remove the suitcase files from the *FLF Library* folder and drag them to the trash. **DO NOT drag the Font/DA Mover to the trash.** Now you are ready to install the TrueType fonts.



3-D) Installing TrueType Fonts in System 6.0.7 or 6.0.8

If you have at least 1 Megabyte of random access memory (RAM) and are using System 6.0.7 or 6.0.8 you can use TrueType fonts with Apple's TrueType INIT. Systems earlier than 6.0.7 will not work with TrueType.

If you are currently using TrueType, skip to the section titled "Installing TrueType Fonts" (page 40). Otherwise continue with the next section, "Setting Up TrueType fonts in System 6.0.7 or 6.0.7".

Setting Up TrueType for System 6.0.7 or 6.0.8

If you are not currently using TrueType, you will need the TrueType INIT and TrueType compatible printer drivers. The TrueType INIT and Apple printer drivers are located on utility disks which come with Apple StyleWriters and LaserWriters. You can also get the INIT and the latest printer drivers from your local Authorized Apple Dealer.

To install the TrueType INIT, simply drag the INIT into your closed System folder and restart your Macintosh.

Installing TrueType Fonts (System 6.0.7 and 6.0.8)

To install TrueType fonts you can use Font/DA Mover 4.1 or a utility like Suitcase II. These instructions will cover use of the Font/DA Mover only. If you are using Suitcase II, refer to its manual for installation instructions.

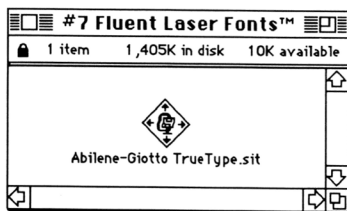
If you decided not to install screen fonts and skipped straight to this section you may not have everything you need for installing and using TrueType fonts. You will need to create a folder on your hard disk labeled “*FLF Library*”. In this folder you will need a copy of Font/DA Mover (See *page 33, Section 3-C, step 2*). You will also need to make sure you have all the files necessary to run TrueType. “Setting Up TrueType for System 6.07 or 6.08” in section 3-D (page 39) will guide you through this process.

Decompressing (Unstuffing) TrueType Fonts

Due to space limitations, we have compressed the fonts to allow more of them to be placed on each disk. Files that have been compressed need to be decompressed before they can be used. You can tell a file is compressed if it has **.sit** following its name and uses this icon:



1. Use the enclosed Disk Directory sheet to determine which disk(s) contains the **TrueType Fonts** you want to install.
2. Insert the disk that contains the TrueType fonts you need.

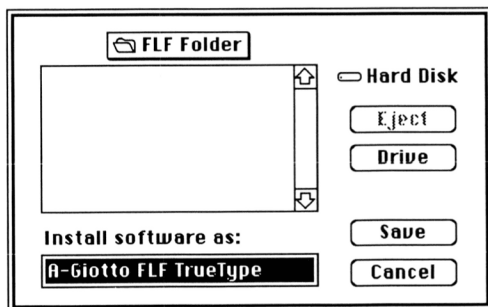


This example shows a compressed file of Abilene through Giotto TrueType fonts.

3. Double click on the desired file. The following window will appear.



4. Click on **Continue**. A window will appear asking where to install the fonts.
5. First locate and open the *FLF Library* folder by double-clicking on it (you may have to scroll down to see the folder), then, the following window will appear:



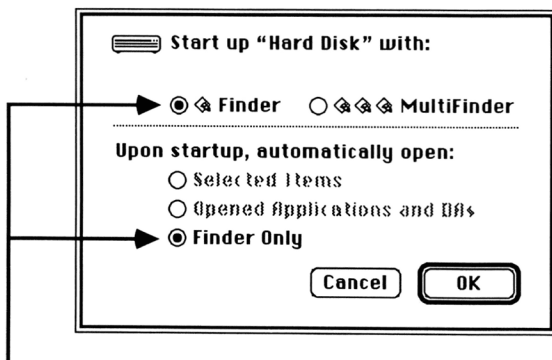
6. Click on **Save**. The decompressed file will be saved in the *FLF Library* folder on your hard disk. A dialog box will appear when the decompression is finished.
7. Click on **Quit**. Remove the disk from your Macintosh.

Refer to the Disk Directory Sheet to determine which disks contain the TrueType fonts you want. Then follow steps 2 through 7 to decompress each disk. Once all the desired TrueType fonts have been decompressed you can move on to the next section and install them.

After decompressing, TrueType versions of fonts will be in suitcase file(s) in the *FLF Library* folder that you created on your hard disk.

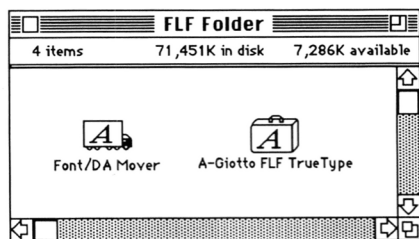
The next steps of this installation should be done while running **Finder Only**.

8. Choose **Set Startup...** from the **Special** menu.



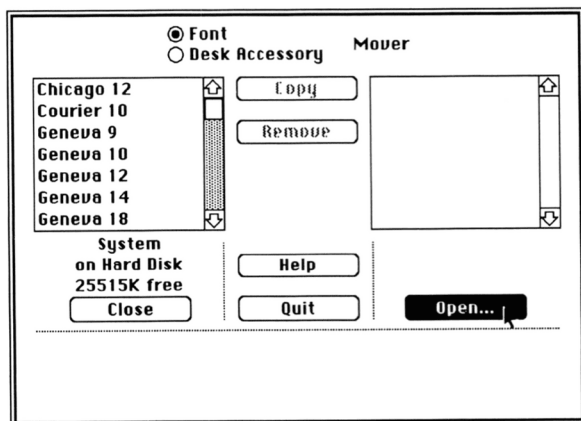
If both **Finder** and **Finder Only** are selected then click on **OK** and **skip to step 12**, otherwise **continue with step 9**.

9. Click on both **Finder** and **Finder Only** buttons so that the window appears as above.
10. Click **OK**.
11. Restart your Macintosh.
12. Open the *FLF Library* folder that you created on your hard disk.

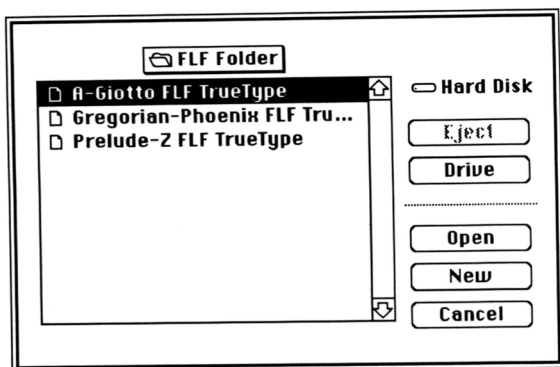


This window has two visible files. The Font/DA Mover and a font suitcase which contains A through Giotto TrueType fonts.

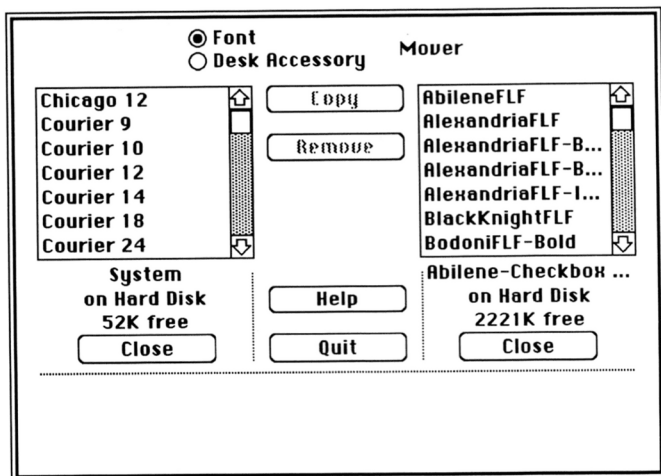
13. Double click on the Font/DA Mover icon. The following window will open displaying a list of fonts already installed in your System.

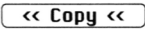


14. Click on the **Open...** button on the right side of the window. The window in the next page will appear:



15. Select a file that contains TrueType fonts you want to install—there may be more than one file of TrueType fonts. Multiple files need to be decompressed individually. Click on the **Open** button. The fonts in the suitcase file will be listed in the right window. You may need to scroll down to see fonts that are not currently visible.



16. To install some of the fonts see section A. To install all the fonts see section B .
- A. **To select the specific fonts** you want to install from the list on the right, hold down the  key and click on the name of each font you wish to install. Use the scroll bar to find fonts that are not visible in the window.
- B. **To select all the fonts**, start at the top of the list on the right, and, *while holding down the mouse button*, drag the cursor down through the names as they scroll upwards. Do not let go of the mouse button until the list stops scrolling (See illustration below).
17. Once desired fonts are selected, click on the  button. The selected fonts will be installed in the System.
18. Click on the  button and repeat steps 14 through 18 until all of the desired font suitcases are installed. Using the illustration above step 15 as an example, you would first install *Abilene-Giotto* then *Gregorian-Phoenix* and so on until there are no more TrueType suitcases to install.
- Make sure you have a TrueType font installed for each of your screen fonts. For example, if you have BodoniFLF Roman-12 (screen font) installed you should install BodoniFLF Roman (TrueType font).
19. Click on  to leave the Font/DA Mover program.
20. Restart your Macintosh . The TrueType fonts are now ready to use.

Section 4

How to Optimize Font Performance

Printer fonts may be installed in several places: the Macintosh's hard disk, the printer's hard disk (if your printer has an external or internal hard disk), or the printer's memory. The following tells how each works to give optimum performance when printing with Fluent Laser Fonts.

Macintosh Hard Disk

The instructions in this manual are for installation of Fluent Laser Fonts in the Macintosh's hard disk. LaserWriter software automatically downloads printer fonts from their location in the Macintosh's hard disk to the printer and removes them after printing. This is the most common installation of printer fonts.

Be sure there is only one System Folder and System file on your hard disk. Multiple copies of the System file can confuse the Macintosh and cause improper downloading of fonts. Check for multiple System copies by using the **Find File** desk accessory in the  menu of System 6 or **Find** in the **File** menu for System 7, search for "System". Remove extra System files from your Macintosh.

Printer Hard Disk

Some PostScript printers have hard disks built into them. Others, like the Apple LaserWriter II NTX, can have a SCSI hard disk attached. If your printer has a hard disk, you can install PostScript printer fonts in the printer's hard disk. Documents print faster and take less printer memory when PostScript fonts are installed on the printer disk.

Use the font downloading utility that came with your printer, or Apple's LaserWriter Font Utility, to download PostScript printer fonts to a printer's hard disk. Most utilities allow you to choose a printer from the Chooser, then select a list of PostScript fonts to download to the printer's disk.

If you are using ATM, PostScript printer fonts must also be properly installed on the Macintosh's hard disk.

Printer Memory

You can temporarily download PostScript fonts to your printer's memory using a font downloading utility. This may be useful for reducing printing time on printers that do not have a hard disk when there are many text blocks using the same font.

Printers often have limited memory; downloading several fonts may limit memory available to process the printer prep files. Turn off or reset the printer to remove downloaded fonts.

RAM

If you have many point sizes of screen fonts installed, they can use a significant amount of RAM. To reduce the RAM used by your System file, remove some of the point sizes. If you are using ATM, the smallest point size may be adequate for most fonts. If you are using TrueType fonts, the bitmapped screen fonts are not absolutely necessary and may be removed.

Key Locations

For quick reference, a **Key Caps** desk accessory is provided by Apple with every Macintosh. When it is selected, a layout of the keyboard is displayed on the screen and the words **Key Caps** appear in the menu bar. Opening the **Key Caps** menu reveals a list of fonts in the System. The selected font appears in the keyboard illustration. Holding down the  and/or  keys will reveal the characters accessed by those keys.

Tips

- Not all Fluent Laser Fonts have bold versions. If you select **Bold** in the **Style** menu for a font that does not have a bold version, the results will be less than satisfactory. The printer will print two images of the font, one slightly offset.
- A bitmapped font provides a cleaner screen representation, at its point size, than automatically rendered versions such as TrueType or PostScript using ATM. Use of bitmapped screen fonts may improve response from your Macintosh because they do not require the computer to draw them “on the fly” (while processing your keystrokes or mouse tracking).
- The number of fonts that can be used in a document depends on the available memory in the printer and the setting in the **Page Setup** window. Most **Page Setup** windows have an **Options** button that opens an **Options** window. The **Options** window contains two options that are of interest here; **Larger Print Area (Fewer Downloadable Fonts)** takes some of the printer memory away from fonts and uses it for imaging a larger area on the page. **Unlimited Downloadable Fonts in a Document** allows the printer to clear a font from memory after it is used to make room for the next font.
- In script or cursive Fluent Laser Fonts, the upper-case characters are spaced so that they will work correctly with the lower-case characters in text. If you use them together in a string of all caps, they may overlap each other and not look very good.
- Also note that in some script or italic fonts, certain characters extend or kern into the characters next to them. If a line begins with a character which extends to the left (like an italic *f*) you might need to insert a **space** or **option space** before that first character for it to display properly.

Trouble-Shooting

If you experience problems while using Fluent Laser Fonts, check the following tips for a solution.

PostScript fonts look ragged or lumpy when printed:

Bodoni 48 pt.

In certain situations the bitmap screen font is used by the printer instead of the correct PostScript printer font. This happens when the printer font cannot be found by the LaserWriter driver. Some possible causes are:

- A. **System 6**—Printer font is not in the System Folder, or it is in a folder within the System Folder.
System 7.0—Printer font is not in the proper folder in the System Folder. If in doubt, place the printer fonts free and loose in the System Folder.
- B. The printer font has been renamed. The LaserWriter driver looks for the font by name. If the name is changed, the driver will not recognize it.
- C. An old Font/DA Mover was used to install the screen fonts. Versions prior to 3.8 should not be used. Use the Font/DA Mover that came with Fluent Laser Fonts.
- D. H.P. Printers may require that the printer fonts be located free and loose in the System Folder instead of in some other folder in the System Folder. Consult the manual that came with your printer.

Fonts display poorly on screen or print poorly to a non-PostScript printer.

- A. TrueType

For system 6, make sure the TrueType INIT is in the System Folder. For both Systems 6 and 7, double check to make sure the TrueType fonts are actually installed. Remember, TrueType fonts do not have a point size in their name, for instance *AbileneFLF* is a TrueType font while *AbileneFLF 12* is not. In System 6, use the Font/DA Mover to find out if you have TrueType fonts installed. In System 7.0 or 7.01 look for TrueType fonts in the System file, which is in the System Folder. For System 7.1 and later, TrueType fonts are located in the Fonts Folder in the System Folder.

Make sure you have the latest versions of Backgrounder and PrintMonitor. Don't forget, TrueType only works for systems 6.07 and later.

The characters print on top of each other in Microsoft Word 4.0. Some versions of MS Word v4.0 will not handle TrueType properly. Call Microsoft at (206) 635-7200 for a fix to the problem.

B. ATM

If you are running ATM, make sure it is turned on via the control panel. If you are running system 7 and ATM version 2.0.2 or earlier, the PostScript fonts need to be free and loose in the System Folder rather than in the Extensions or Fonts Folder.

Part of a character is being cut off.

For stylistic reasons some characters extend into the space of characters adjacent to them. Sometimes the part of a character that extends will be cut off by the software that is displaying the font. If you are using ATM, open the Control Panel and make sure ATM is set to preserve character shapes. In other situations you can usually get the rest of the character to appear by typing a  or   where the character is being clipped.

The LaserWriter gave a "VM" error message and did not print.

Too many downloadable fonts or styles are being used in one document. Select

☒ Unlimited Downloadable Fonts in a Document. This setting is found by clicking the  button in the **Page Setup** window.

No message, no printing, nothing. The LaserWriter message box does not appear on the screen when attempting to print.

- A. Chooser has another printer as the selected printer. Save your document, if you have not already done so. Open Chooser and select the appropriate printer icon. If you are using a PostScript printer, the name of the printer should appear highlighted in the window. If it does not appear, try 'B' below.
- B. Check the cables. AppleTalk cables can become loose or completely disconnected if there is any tension on them.

TrueType fonts are not visible in the Font/DA Mover.

Old versions of the Font/DA Mover will not recognize TrueType fonts. Replace your old Font/DA Mover with the one provided with the library (see the Disk Directory Sheet).

The Macintosh is unusually slow.

This is usually caused by a lack of memory—especially on machines with 1 Megabyte of RAM. If you are in System 6 and running MultiFinder, try running finder instead. You can also try to decrease your RAM Cache, remove some INITs, or add more RAM to your Machine.

Cannot Find Printer.

- A. The printer is turned off. Turn it on, wait for the startup page to be printed, re-open Chooser and select the printer.
- B. The printer has been reset. When the reset cycle is complete, open Chooser and reselect the printer.

Spacing between characters and/or words is not good.

- A. Fractional character spacing is not being used. This could occur if:

Fractional Widths is turned off in the **Page Setup** window,

The program does not utilize fractional character spacing,

You have an older Mac with 64K ROM and single-sided disk drives. This problem is exaggerated when the font is being used in a point size radically different than the screen fonts installed. For example, if only a 12-point screen font is installed and the font is used at a much different point size, such as 30 points, the spacing may not be accurate. If you cannot turn on Fractional Width, install screen fonts closer to the size being used.

- B. Full or fill justification is being used. In order to align both the left and the right margins of text, as in typical newspaper and magazine articles, the program is introducing space between words and/or characters to fill the line out to the right margin. If this document is changed to left alignment the spacing should return to normal.

When a document is used with a different System File, it changes from a Fluent Laser Font to Geneva or Courier, even though the font is installed in both Systems.

The most likely reason for this is that one of the Systems has an older version of Fluent Laser Fonts installed. If this is the case, update the older System with the latest version of Fluent Laser Fonts. If both versions of the fonts are the same, highlight the text involved and reselect the font. Somehow the font has been renumbered in one of the Systems. When the Font/DA Mover is installing fonts in the System file it may change the font's resource number. Fonts can also be renumbered with utilities like *Suitcase II*.

The new fonts don't show up in previously formatted documents but they work fine in new documents.

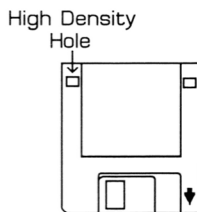
This may occur if the font's name has changed. Affected documents will need to be reformatted with the most current fonts. See the ReadMe file to determine if any of your fonts have been renamed (See the Disk Directory Sheet to help locate the ReadMe file). Fonts are occasionally renamed to enhance compatibility across different platforms.

Installing fonts into the System Folder in System 7.x brings up a message saying items can't be installed because a file is in use.

Quit all open programs and try to install again. If the message still comes up, restart your Macintosh and hold down the shift key until the Finder comes up. This should ensure that no other programs are running. Then install the fonts and restart your Macintosh.

Inserting a disk brings up: "This disk is unreadable: Do you want to initialize it?"

Some Macintoshes (Mac Plus, Macintosh II and some Macintosh SEs) cannot read High Density disks. High Density disks can be identified by the hole in the top left corner. If you are having problems with High Density disks, you should check to see if your Macintosh can read them. To get Low Density disks, which your Macintosh can read, please refer to the Disk Directory Sheet for instructions.



The message "TrueType" is already installed... skipping installation!!!" appears up at Startup.

In System 7 this message will appear if the TrueType INIT is used. Since System 7 has TrueType built in, it does not need the INIT. You should throw away the INIT by dragging it from the Extensions Folder (located in the System Folder) to the Trash.

TrueType characters print on top of, each other at the left edge of the paper in MS Word 4.0.

Some early versions of Microsoft Word 4.0 do not handle TrueType properly. Call Microsoft at (206) 635-7200 for a fix to the problem.

If these tips do not solve your problems, please call Font Technical Support at (408) 484-9228, Monday–Friday, 9 am to 5 pm Pacific time. Please be ready to give the technical support staff the following information:

- 1. Printer Model*
- 2. Operating System*
- 3. Are you using ATM or TrueType?*
- 4. Applications used*
- 5. Amount of RAM*
- 6. Macintosh Type*

Glossary

Application Software	A program such as MacWrite, MacDraw, Microsoft Word.
ATM	Adobe Type Manager. A software product that displays Type 1 PostScript fonts on the Macintosh Screen. This product is useful for displaying large sizes.
Automatic Downloading	The computer takes care of sending the printer font to the printer when it is needed. You don't have to worry about it. This is the most common method of using Fluent Laser Fonts.
Byte	A measurement of memory which can typically hold one character.
Bitmap Fonts	See Screen Fonts
DA's	Desk Accessories; special applications usually found in the  menu.
Download	The process of sending a printer font to the printer. Downloading can take place automatically, where the LaserWriter software sends a PostScript font to the printer during the printing of a document containing that font. PostScript fonts can also be downloaded manually by using the LaserWriter Font Utility program. This program allows you to install PostScript fonts in the memory or the hard disk of the printer.
Finder	The program that usually runs when the Macintosh is started. It is sometimes called the Desktop, and shows icons for files, programs, and disks.
High Density disks	Floppy disks which hold 1.4MB (1,400,000 bytes) of data. They can be identified by the hole in the top left corner of the disk. See page 53 for an illustration.
INIT	A program that expands the capabilities of system software. These usually show up at the bottom of the screen when the Macintosh starts up. They are also known as system extensions.

Low Density disks

Floppy disks which hold 779k (779,000 bytes) of data. They can be identified by not having a hole in the top left corner of the disk. See page 53 for an illustration.

Manual Downloading

The process of installing a printer font in a printer with a utility program such as the LaserWriter Font Utility. The font can be installed in the printer's memory, where it remains until the printer is reset or turned off. If the printer has a hard disk attached, the font can be installed on the hard disk. A font will stay on the hard disk until it is removed with the utility that installed it, or until the hard disk is reinitialized. See Automatic Downloading and Manual Downloading.

Megabyte

A unit of measurement equal to 1024 kilobytes, or 1,048,576 bytes. A megabyte is enough to store a little over one million characters (1,048,576 characters to be exact).

PostScript®

A page description language designed by Adobe Systems to control printing devices, such as the Apple LaserWriter. Fonts described in the PostScript language are "outlines" that can be printed or viewed on the screen at almost any size, while maintaining maximum quality. Printer fonts are also device-independent. This means that if a printer font is used on the LaserWriter, it is printed at 300 dots per inch, and if it is printed on Linotronic 100, it is printed at about 1250 dots per inch.

Printer Driver

Software needed by the Macintosh to communicate with a printer. The LaserWriter needs the LaserWriter driver and LaserPrep file, while the ImageWriter needs the ImageWriter driver. These files are usually found in the System Folder.

RAM

Random Access Memory. The part of a computer's memory available for programs and documents, also known as main memory. The contents of RAM are lost when the computer is turned off.

Screen Fonts

Fonts that are made up of dots and have a fixed size and resolution. Bitmap fonts are designed to be viewed on the Macintosh screen at specific point sizes. Macintosh bitmap fonts have a resolution of 72 dots per inch. In order to have both a 12- and a 24- point font, two separate fonts must be created. When fonts are scaled to other sizes the results are not always satisfactory. The term "bitmap" refers to a method of storing images in which one dot takes one bit of memory.

Startup Disk

A disk containing the System file (see System Disk) that is currently being used by the Macintosh, and is usually the disk used to start the Macintosh. Its icon will appear at the top right corner of the screen. When a hard disk is being used, the hard disk usually functions as the Startup Disk.

System Disk

Any disk that has the System and Finder in a folder called System Folder. Only a System Disk can be used to start a Macintosh. When a hard disk is used, it is usually the System Disk. If you need more information about what is required on a System Disk, see your Macintosh manual.

TrueType

A font technology which uses outlines to give high resolution output to both the screen and the printer. TrueType fonts adapt to a variety of printers, with print quality dependent on the printer's resolution. These fonts are usually used on non-postscript printers.

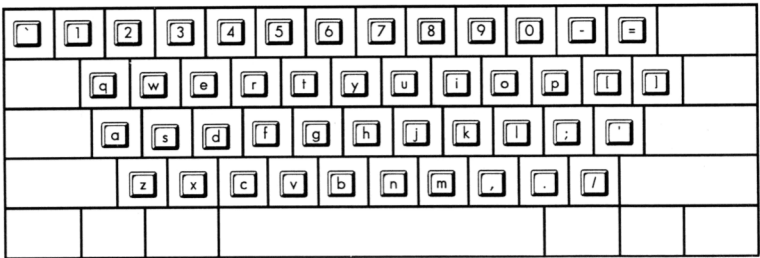
.sit

This is the extension used on files which have been compressed by the compression utility "StuffIt". Files are compressed to allow more data to be written to each disk. Double clicking on these files will automatically decompress them.

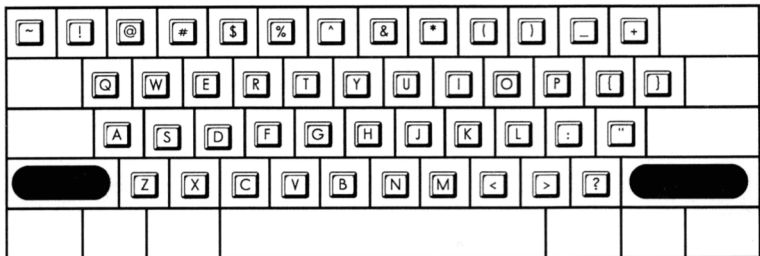
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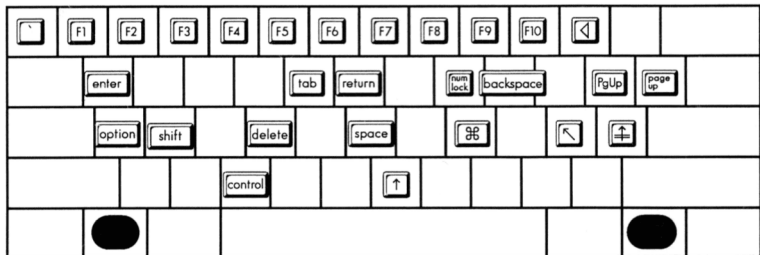
KeyCapsFLF Keyboard Layouts



Holding down the Shift key



Holding down the Option key



Holding down the Shift key & Option key

