

## HP Font Installer Help Index

Instructions for performing the tasks listed below are provided in this help file. Use the scroll bar to see index entries not currently visible in the Help window.

If you would like to print this or any other help topic, choose Print Topic from the "File" title bar above.

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Help Screen Text:

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## **Adding Scalable Typefaces**

There are two methods for installing scalable typeface products with the HP Font Installer depending upon whether or not you have *HP Intellifont-for-Windows 3.0*.

- \* Method 1 -- for users with *HP Intellifont-for-Windows 3.0*
- \* Method 2 -- for users without *HP Intellifont-for-Windows 3.0*

## Method 1 -- Adding Scalable Typefaces With HP Intellifont-for-Windows 3.0

When accessory scalable typeface products are installed, *HP Intellifont-for-Windows 3.0* will automatically create matching screen fonts on-the-fly as needed.

For both cartridge-based and disk-based scalable typeface products, follow these steps:

1. From the HP Font Installer window, click on the **Add Fonts...** button.
2. Locate a scalable typeface diskette and insert it into your source floppy disk drive (the A: drive is the default), then click on **OK**.

The HP Font Installer will read the diskette and display a list of typefaces from your source drive. If the scalable typefaces are already installed on your hard disk, indicate the appropriate drive and directory.

3. Highlight the typeface(s) you want to install.
4. Click on the **Add...** button.
5. Identify a symbol set and click on **OK**.

The default is the **WN: Windows** symbol set, however, if you have a cartridge-based product, we recommend that you select Cartridge - Screen fonts only. If you want to select an application symbol set (such as math or dingbats), refer to your printer user's manual or the manuals that came with your accessory type products to see charts showing the exact characters in each symbol set.

6. Indicate the destination drive and directory where you want to place your screen fonts and, if needed, printer fonts. Click on **OK**.

If you select **Cartridge - Screen fonts only**, you will not have to indicate a printer font directory. The default screen font directory is C:\TD\TYPE and the default printer font directory is C:\PCLFONTS. Once installed, the scalable typeface(s) will appear on the left side of the screen under the heading "PCL/HP LaserJet on [port]." Scalable printer fonts can be recognized by the absence of a point size designation and a two-character symbol set code (such as WN). Screen fonts can be recognized by a small dot ( · ) prior to the typeface name.

9. Repeat this process for each of the scalable typeface diskettes you received.
10. Return to your original window.

**NOTE:** Before you can select cartridge typefaces or fonts in your Windows applications, you must select the cartridge name in the printer **Setup** window. From the Program Manager's **Main** window, double-click on **Control Panel**, double-click on the **Printers** icon, click on **Configure** button, then click on the **Setup** button. Highlight your cartridge from the list. Click on **OK**. Return to your original window.

If you would like to print this -- or any other help topic, choose Print Topic from the "File" box above.

## Method 2 -- Adding Scalable Typefaces Without HP Intellifont-for-Windows 3.0

If you have an *unlisted* cartridge-based scalable typeface cartridge or if you have disk-based scalable typeface products, and you do **not** have *HP Intellifont-for-Windows 3.0*, you will need to install AutoFont Support files and scalable printer fonts. Follow these instructions:

**NOTE:** Matching screen fonts are not available using this method.

1. Install AutoFont Support files and make scalable printer fonts according to the AutoFont Support instructions.

The AutoFont Support utility installs scalable typefaces in a default root directory called C:TD\TYPE. Scalable typefaces can be recognized by the extension .TYP. Scalable printer fonts are stored in the default directory C:\TD\FONTS and can be recognized by the extension .SFS. AutoFont Support files (font metric files) are stored in the default directory C:\AUTOFONT and have a .TFM extension.

2. From the HP Font Installer window, click on the **Add Fonts...** button.
3. Type in the location of the AutoFont Support files as the source drive and directory. The default is C:\AUTOFONT, then click on **OK**.

The HP Font Installer will read the directory display a list of fonts from your source drive.

4. Highlight the scalable typeface or scalable fonts (s) you want to install.
5. Click on the **Add...** button.
6. Indicate the destination drive and directory where you want to place your printer fonts. Click on **OK**.

Since the AutoFont Support utility creates scalable printers and placed them, by default, the C:\TD\FONTS directory, you should use that directory so duplicate files will not be created.

7. Return to your original window.

**NOTE:** Before you can select cartridge typefaces or fonts in your Windows applications, you must select the cartridge name in the printer **Setup** window. From the Program Manager's **Main** window, double-click on **Control Panel**, double-click on the **Printers** icon, click on **Configure** button, then click on the **Setup** button. Highlight your cartridge from the list. Click on **OK**. Return to your original window.

If you would like to print this -- or any other help topic, choose Print Topic from the "File" box above.

## Type Director Typefaces and Fonts

There are two methods for using the HP Font Installer with with Type Director depending upon whether or not you have *HP Intellifont-for-Windows 3.0*.

1. If you do not have *HP Intellifont-for-Windows 3.0*, continue to use Type Director to make scalable printer fonts and bitmapped screen fonts. Type Director has the ability to update Windows and install scalable fonts.
2. If you do have *HP Intellifont-for-Windows 3.0*, continue reading this section:

### Scalable Typefaces

Scalable typefaces installed through Type Director are compatible with *HP Intellifont-for-Windows 3.0*. When you run the setup program for *HP Intellifont-for-Windows 3.0*, you are asked to identify a scalable typeface directory. You should identify the same directory as used by Type Director (the default typeface directory for both programs is C:\TD\TYPE).

### Screen Fonts

If you correctly identify this directory, the scalable typefaces you installed in Type Director will automatically be available for use in HP Intellifont-for-Windows 3.0. The screen font driver uses scalable typefaces files to create scalable screen fonts. Printer fonts are handled differently.

### Printer Fonts

If you used Type Director to create scalable printer fonts *and* if you used Type Director to install the fonts into Windows 3.0, you can skip the steps listed below and skip to the next section. Click here: [Bitmapped Screen Fonts](#).

If you used Type Director to create scalable printer fonts for programs other than Windows 3.0 you will need to update Windows through the HP Font Installer by following these steps:

1. Click on the **Add Fonts...** button.
2. Type in the drive and directory of your Type Director scalable typeface directory (for example, C:\TD\TYPE), then click on **OK**.
3. Highlight the typeface(s) you want to install.
4. Click on the **Add...** button.
5. Identify a symbol set and click on **OK**.

If you have previously used Type Director to create scalable printer fonts, and you do not want duplicate fonts, type in the symbol set of your original scalable printer font. Use Type Director's List/Delete Fonts menu to determine this information. If you do not use the same symbol set, a new scalable printer font will be made.

6. Indicate the destination drive and directory where you want to place your screen fonts and, if needed, printer fonts. Click on **OK**.

In order to avoid duplicate font files, the screen font directory should match your scalable typeface directory (for example, C:\TD\TYPE). The printer font directory should be the same as the one used in Type Directory (for example, C:\TD\FONTS).

7. Return to your original window.

8. Click here: [Bitmapped Screen Fonts](#)

If you would like to print this -- or any other help topic, choose Print Topic from the "File" box above.

## **Type Director Users: Deleting Bitmapped Screen Fonts**

*HP Intellifont-for-Windows 3.0* replaces the need for individual bitmapped screen fonts in Windows 3.0. If you created screen fonts through Type Director, you can delete them and save both disk space and computer memory.

Use the Type Director's **List/Delete Fonts** menu to delete screen fonts. Screen fonts are clearly identified in Type Director under the heading "Device." You cannot use the HP Font Installer to delete bitmapped screen fonts.

**NOTE:** It is important that you use Type Director when deleting bitmapped screen fonts because the program has the ability to automatically update a special Windows 3.0 control file (WIN.INI).

## Adding Disk-based (Soft) Bitmapped Fonts

The HP Font Installer is capable of reading and installing any disk-based bitmapped printer fonts that are in Hewlett-Packard's PCL format for HP LaserJet printers.

**NOTE:** The *HP Intellifont-for-Windows 3.0* screen font driver can only create scalable screen fonts for scalable typeface products. Windows 3.0 will display representative screen fonts for other kinds of fonts.

1. From the HP Font Installer window, click on the **Add fonts...** button.
2. Indicate the drive and directory of your bitmapped printer fonts.
3. Highlight the font(s) you want to install.
4. Click on the **Add...** button.
5. Indicate the destination drive and directory where you want to place your bitmapped printer fonts and, if needed, printer fonts. Click on **OK**.

Several files are updated to tell Windows 3.0 the location of the font and provide support information. Because of this, if the fonts are already in a directory on your hard disk drive, you can identify the same directory as the destination drive. This way, the Font Installer will not make a duplicate copy of the font. Otherwise, use the default printer font directory C:\PCLFONTS.

Once installed, the bitmapped printer fonts will appear on the left side of the screen under the heading "PCL/HP LaserJet on [port]" Bitmapped printer fonts can be recognized by a unique point size designation.

6. Return to your original window.

If you would like to print this -- or any other help topic, choose Print Topic from the "File" box above.



## Adding Cartridge-based Bitmapped Fonts

Support for all of HP's newer bitmapped cartridge font products is already included with the updated LaserJet III (IIID) printer driver. You will not need to use the HP Font Installer if your cartridge is listed.

Check the listing from the printer "Setup" window (accessed through the Control Panel's Printer icon) before continuing.

If you have a font cartridge that is unlisted, you must install AutoFont Support files (.TFM) or a Printer Cartridge Metric File (.PCM) which support the fonts. If you do not have AutoFont Support diskettes, call HP's Personal Peripheral Assist line at **208-323-2551** to order one. PCM files are available from independent font vendors.

Once you receive the diskettes, install them by following the instructions provided with the AutoFont Support documentaiton. AutoFont Support files are automatically placed in a root directory called "autofont."

1. Click on the **Add fonts ...** button.
2. Indicate the disk drive where AutoFont Support or .PCM files are located (for example: C:\AUTOFONT).
3. Indicate the destination drive for your support files (for example: C:\PCLFONTS).
4. Highlight the fonts you want to install.
5. Click on the **Add** button.

Once installed, each font will appear under the heading "PCL/HP LaserJet on [port]."

**NOTE:** Windows will create representative screen fonts for bitmapped fonts that do not have accompanying screen font files.

If you would like to print this -- or any other help topic, choose Print Topic from the "File" box above.

## Editing Font Names and Attributes

When a selected font from the Available Fonts List is *highlighted*, you can use the **Edit** button to make changes to the following:

- \* The name of the font
- \* The Font ID number
- \* The download status of the font
- \* The typeface family designation.

### Name

The Editor allows you to change the name displayed for a font. For example, if you have a typeface name that is very long, you can abbreviate it. Be sure to highlight only one font at a time when re-naming -- otherwise all highlighted fonts will have the same name.

### Font ID

Font ID numbers are used by the WIN.INI file to located fonts. We recommend not changing this number because you could lose access to the font. Unless you are familiar with editing the WIN.INI file, do not change this number.

### Status

Fonts that are downloaded (sent) to the LaserJet printer are assigned **temporary** status by default. Temporary means that fonts will be downloaded on a job by job basis. Generally, you should not have to change this status unless you use the exact *same* group of fonts on a consistent basis.

If you designate a font as **permanent**, Windows will ask you if you want the font downloaded immediately or every time you start up (re-boot) your computer. If you answer **yes** it will take longer to start up your computer because the fonts will be downloaded to the printer.

The amount of fonts you can download is dependent upon the font file size and the amount of optional memory you have in your LaserJet printer.

### Family

This designation allows you to choose the screen font category of your font. Generally, you should not have to change this indicator with HP scalable and bitmapped fonts. Windows uses this information to select representative screen font displays. Use the following as a selection guide:

- Roman -- serif typefaces like as CG Times, CG Palacio, ITC Souvenir, ITC Bookman
- Swiss -- sans serif typefaces like Univers, Futura II, CG Triumvirate, Antique Olive
- Modern -- typewriter-style typefaces like Courier, Letter Gothic, Prestige Elite, Line Printer
- Script -- like Brush, Park Avenue, Commercial Script, ITC Zapf Chancery
- Decorative -- novelty typefaces like Uncial, University Roman, Revue Shadow

### Edit Mode

An "X" in the Edit Mode box means that all highlighted fonts will be changed. Be careful not to name all highlighted fonts the same name. Changing a group of highlighted fonts can be use when selecting download status or typeface family.

\* The typefaces listed above are available from Hewlett-Packard as accessory products. Individual typeface names are trademarks of the following companies: CG Palacio, CG Times and CG Triumvirate are products of Agfa Compugraphic; Univers is a registered trademark of Linotype AG or its subsidiaries; Futura is a registered trademark of Fundicion Tipografica Neufville, S.A.; Revue Shadow and University Roman are trademarks of Esselte Letraset; ITC Bookman, ITC Souvenir and ITC Zapf Chancery is a registered trademark of International Typeface Corporation; Antique Olive is a trademark of Monsieur Marcel OLIVE.

## Selecting Symbol Sets

Symbol Sets, also known as "character sets," are unique groupings of characters or symbols within a font. The Windows Symbol set, designated by the two digit "WN" is the default symbol set used for Windows fonts.

If you have an HP scalable typeface cartridge, font access efficiency will be enhanced if you select **Cartridge - WN: Windows** instead of simply WN: Windows symbol set.

To see exactly which characters are in the symbol sets, refer to your printer user's guide or the manuals that came with your accessory font and typeface products.

## Accessing Special Characters in Windows

You use these user guide charts to access "extended" characters. The characters are not typically found on common computer keyboards. Extended characters can be accessed by pressing down the [Alt] key, then typing in a **four-digit** number using your **numeric keypad**, then releasing the [Alt] key. Windows requires you to use a leading zero (0) before keying in the number. For example, the register mark ®, character number 174 should be keyed in as 0174. Multi-language characters ( È ä Ç ñ ß ) and special symbols ( ® £ © ½ ¾ ¥ ) can be accessed this way.

## Copy Between Ports

The **Copy between ports** button can be used by those who have more than one LaserJet printer. For example, if you have a LaserJet III printer on LPT1 and a LaserJet IIID printer on LPT2, and you would like to prepare fonts for use with both printers, follow these steps:

1. Install fonts for the first printer as indicated in the other help screen instructions.
2. Highlight a font from the list entitled "PCL/HYP LaserJet on [port]," that you want to copy (make available to the printer on the other port).printer.
3. Click on the **Copy between ports** button
4. Highlight the port, then click on **OK**.
5. Click on the **Copy** button.
4. Exit to return to your original window.

## Downloading Fonts

The process of transferring disk-based (soft) fonts from your computer to your printer is called **downloading**.

Soft fonts are designated temporary status by default. This means the fonts will be automatically downloaded by Windows 3.0 each time you print a job. Generally you should not have to change this status. The benefit of temporary fonts is that you will not have to remember which fonts have been downloaded to the printer.

If you consistently use the same group of fonts, you can designate the fonts as permanent. Permanent fonts are stored in your HP LaserJet printer's memory until it is powered off. The benefit of using permanent fonts is that you won't have to wait to download fonts before printing jobs throughout the day.

**NOTE:** If you are sharing a printer, make sure that others using the printer are aware of which fonts are downloaded.

To install fonts as permanent you can use the HP Font Installer window.

1. Highlight a disk-based (soft) font from the list.
2. Click on the **Permanent** "radio button" to highlight and activate it.

An asterisk ( \* ) will appear next to the font name, designating it as a permanent font.

3. When you exit the HP Font Installer, follow the messages that appear in a dialog box to select download now or download at startup.

If you select download at startup, each time you re-boot or power on your computer, the fonts will be downloaded. Make sure that your printer is powered on and is on-line before re-booting your computer. The HP Font Installer will add a batch file (.BAT) to your AUTOEXEC.BAT file. A DOS prompt appears asking you to confirm whether you want to download the fonts. If you answer yes, the fonts will be downloaded and a sample will be printed. Remember, it will take additional time to download the fonts.

The number of fonts you can download at one time is dependent upon the font file size and the amount of memory you have in your HP LaserJet printer.

You can also use the HP Font Installer to change the download status of a font by using the Edit button or by highlighting the font and clicking on permanent or temporary.

## Compatible Fonts and Typefaces

The basic HP Font Installer allows you to install the following:

- \* Bitmapped printer fonts -- cartridge or disk-based (soft)
- \* Scalable printer fonts -- through AutoFont Support utilities
- \* Printer Cartridge Metric (.PCM) files

If you have *HP Intellifont-for-Windows 3.0*, you can also use the HP Font Installer to install:

- \* Scalable typefaces

**NOTE:** Disk-based (soft) bitmapped printer fonts must be in PCL format for HP LaserJet printers. Scalable typeface products must be in AGFA Compugraphic's FAIS format. All other font products require AutoFont Support files or .PCM files.

## Deleting Fonts

Follow these steps to delete fonts:

1. Under the heading "PCL/HP LaserJet on [port]," highlight the name of a font.

Notice the icons and marks next to the font name. Disk-based (soft) printer fonts can be identified by the disk icon. Cartridge fonts by the cartridge font icon and name. Scalable screen fonts can be identified by the disk icon and a small dot ( · ) prior to the typeface name.

2. Click on the **Delete** button.

The Remove Fonts dialog box will appear with the following question: "Remove corresponding font file(s) from disk?"

If you highlight a scalable printer font (listed without a small dot) only the printer font will be deleted. The original source scalable typeface will remain and you can re-make the font if needed.

If you highlight a scalable screen font (listed with the small dot · before the name) both the scalable screen font and source scalable typeface file will be deleted. Be sure you know where your original scalable typeface disks are stored before deleting a scalable screen font.

3. Click on the **Yes** button.



## **Ordering Typefaces and Fonts**

Hewlett-Packard offers a growing collection of scalable typeface products from the HP MasterType Library. Check with your authorized HP dealer to see which scalable typefaces are available.

To locate your nearest HP dealer or to receive additional product sales information, call Hewlett-Packard's Customer Information Center at:

USA 1-800-752-0900

Canada 1-800-387-3867

Other countries Contact a Hewlett-Packard sales office

If your dealer is temporarily out of stock, call Hewlett-Packard for fast-ship service:

USA 1-800-538-8787

Canada

Toronto 416-671-8383

Ontario/Quebec 1-800-387-3417

Other provinces 1-800-387-3154

The term **permanent** indicates the status of a soft font when downloaded to the printer. Permanent fonts will remain in the printer memory and available for use until the printer is turned off or a specific delete command is sent through printer commands.

The term **temporary** indicates the status of a soft font when it is downloaded to the printer. Temporary fonts are erased from printer memory any time a reset command is sent or when the printer is turned off. Windows sends a reset command each time a job is printed -- so the temporary fonts are only available for the immediate job only.

**Scalable** typefaces can be reduced and enlarged and are not limited to a particular point size.

Examples of HP's scalable typefaces include: CG Times, Univers, Antique Olive, CG Century Schoolbook.

**Bitmapped** printer fonts are supplied in pre-defined point sizes and symbol sets. Bitmapped fonts can not be scaled (enlarged or reduced) in size.

Examples of HP's bitmapped products include the following font cartridges: ProCollection, Polished Worksheets, Great Start, Persuasive Presentations and International Collection. Examples of HP's bitmapped soft font products include: AC, AG, DC, RA, SA, TB, UB etc.

**AutoFont Support** files contain font metric (width) information used by the HP Font Installer. AutoFont Support diskettes are shipped with all new HP font products.

**Symbol sets** are unique groupings of characters in a font. Each symbol set is defined with a specific set of applications in mind. WN: Windows is the default symbol set. Other symbol sets are used for math and multi-language purposes. Refer to your printer user's manual for charts showing all the characters in symbol sets.

**Scalable printer fonts** for the LaserJet III and IIID printers can be created by both Type Director and the HP Font Installer. If you have already created scalable printer fonts you do not need to make new ones, however, *HP Intellifont-for-Windows 3.0* needs to know the location of these fonts. Scalable printer fonts have the extension .SFS. The default directory for printer fonts is C:\TD\FONTS. Be sure to identify this directory as both the source and destination directory in the HP Font Installer -- so that duplicate fonts will not be made.



*HP Intellifont-for-Windows 3.0* is a software program from Hewlett-Packard that includes a special screen font driver in addition to the PCL 5 Printer Driver and HP Font Installer. With *HP Intellifont-for-Windows 3.0* loaded, scalable typeface products can be directly installed to produce both printer fonts and screen fonts.

*HP Intellifont-for-Windows 3.0*, requires an IBM PC-AT or compatible (286 and above) and a minimum of 1 megabyte of extended RAM. Call 303-353-7650 to order a free copy (USA and Canada only -- all other countries, contact a HP dealer).

