Sunshine Software
FontFinder 32

Font Finder 32(tm) is a very useful utility to allow you to quickly find the font you are looking for. Its main window is resizable, and it's size and position will be remembered automatically every time you start it up. It will stay on top of other windows so it is always easy to find too.

Font Finder displays every font in your system *in its own typeface*! This gives you an easy way to quickly find the right font for the job.

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Main Form

The main form is resizable. It will remember its size and position on your desktop everytime you start Font Finder.

The status bar at the bottom of the form displays the currently selected Font Set and how many fonts are in the currently selected Font Set. You can choose one of the following font sets:

- All Installed Fonts
- True Type Fonts
- Device/Vector Fonts (Adobe Type 1)
- Rastor (Bitmap) Fonts
- Decorative Fonts
- Don't Care Fonts
- Modern Fonts
- Roman Fonts
- Script Fonts
- Swiss Fonts

To select a Font Set, click and font in the main FontFinder screen, then right click and choose Display. A submenu will appear letting you choose which Font Set you want to view.

Selecting Font Sets, Tools, and Reports

You can make selections by clicking the Icons from the ToolBar, or place your mouse cursor over the main FontFinder screen and click the right mouse. A pop-up menu will appear.

Tips

You can quickly open the printable character set of a selected font by double clicking the Font name. You can select which character view opens in <u>Configuration</u>.

When one of the Character Set views is open, clicking the left mouse button over a character will provide a zoom view of that character. You can then hold down the left button and move the mouse to create a <u>floating zoom box</u>.

Both the Compact Character Set and Whole Character Set views are synced to the main FontFinder Listbox. By clicking on another font, the Character Set view will be automatically updated with the new font.

Configuring FontFinder

To configure FontFinder, click the Configure Icon in the toolboar under Tools, or right click your mouse and click Configure. You will be presented with a dialog screen that lets you set the following:

Screen settings -

Screen Font Size - the size of the fonts in the main screen display.
Display - display either the Display string or Font Name for each font
Display String - the string of characters that appears after the font name in the main
     FontFinder screen.
Double Click Opens - select whether you want a double mouse click to open
     the Compact Character Set View or the Whole Character Set View

Color Management -

Colors - let's you set the color for the Font Name, Test String, and Paper

Color Schemes -
You can select the colors for the display from this tab.
For more information see Color Management.

Report Settings -

Report Font Size - the size of the font sample string for reports.
Printer String - string of characters used for printing the Selected Font Detail Report

Font Explorer -

Preview Text - the text you view when previewing fonts in Font Explorer
Uninstall Font Folder - where uninstalled font files are moved when this option is selected

After entering the settings you desire, click OK and your changes will be saved. Clicking the Cancel button will not save the changes you made.

Character Set View

There are two character views you can select: Compact Character View, and Whole Character View. Either one can be opened in one of three ways: double clicking a font name in the Font Finder list box, clicking the right mouse button while the cursor is over the Font Finder list box, or selecting File/Open Character Set from the main menu.

The Compact Character View is a small character viewer that shows all characters between the ranges of integer 32 to integer 255. The Whole Character View displays the entire range of all characters between 0 and 255. (Every character has a numeric equivalent and standard ascii characters are usually between 32 and 127, extended character sets utilize 128 through 255)

To zoom in on a specific character, place the mouse pointer over the desired character and click the left mouse button. You can hold down the left mouse button while moving the mouse and get a floating zoom box that dynamically changes depending on what character it is over. The decimal, hex, or ascii equivalent is also displayed in the upper left corner of the floating zoom box. Many publishing programs allow you to enter upper characters with the decimal number. A quicker and simpler way is offered by copying and pasting from FontFinder to your publishing program.

Since the position of the Character View Screen is remembered, it is possible to have its position saved when it is so far off screen that you can't find it. Therefore, you can select File/Reset Character Set View if it seems to have disappeared. This will bring it back to a default position.

If you have a Character View open, you can select a different font in the main screen and the character set will be instantly updated to show you the entire character set of the newly selected font. This even works when you cursor up and down the font list.

You can also copy the selected character to the clipboard to paste into another program by selecting the desired character with the left mouse button, then clicking the right mouse button. See Copying A Selected Character.

Both the Compact and Whole character views also display the character equivalet as a decimal (base 10) number, a hexadecimal (base 16) number (great for programmers), or characters (great for working with graphic character sets like Wingdings) in the floating zoom box. To select which is displayed in the Compact Character View, position the mouse cursor over the character grid and right click your mouse button. A pop-up menu will appear to let you select decimal, hex, or ascii. To select from the Whole Compact View, simply click on one of the radio buttons in the top middle of the Whole Compact View screen.

The Whole Character View is a larger window requiring a minimum screen resolution of 600X800. If you are running in 640X480, you will not be able to select this view.

This opens the entire character set, from character 0 to character 255, along with the character number. The character reference can be displayed as either a decimal (base 10) number, hexadecimal (base 16) number (great for programmers), or characters (great for working with graphic character sets like Wingdings).

This window is synced to the main FontFinder list box, so when you click on a different font, the character window will be updated with the new font. You can copy the selected character to the clipboard by selecting the desired character and then clicking the right mouse button. A pop-up menu will appear to let you copy or clear/copy to the character box at the top of the form. You then can click the copy to clipboard button to store the characters of the selected font and type size to the clipboard. See Copying A Selected Character.

Printing Reports

There are five reports you can print along with previewing the report to the screen. The reports are as follows:

Selected Font Detail - prints uppercase, lowercase, and special characters of the currently selected font along with multiple type sizes of the Printer String as defined in the configuration dialog. (see <u>Configuring FontFinder</u>);

Selected Font Character Set - prints the entire character set (characters 0 through 255) for the currently selected font along with their ascii and decimal equivalents.

Installed Displayed Fonts (w/Names) - prints a complete listing of all installed fonts from the font set you have selected. To change font sets, click on the main FontFinder screen and right click your mouse. Then select Display and choose the font set you wish to view and print. This report prints the font name.

Installed Displayed Fonts (w/Printer String) - prints a complete listing of all installed fonts from the font set you have selected. To change font sets, click on the main FontFinder screen and right click your mouse. Then select Display and choose the font set you wish to view and print. This report prints the font name along with a user defined sample text string. You can set the sample text string under <u>Configuration</u>/Report Settings.

Installed Displayed Fonts (Condensed) - prints a three column condensed listing of all installed fonts in the Font Set you have currently selected. You can print with or without a grid. If you wish to have a grid visible on the rerport, go to <u>Configure</u>/Report Settings and click on Condensed Grid.

Contacting Sunshine Software

Email us at: sunsoft@triton.net

Sunshine Software home page: http://web.triton.net/fasttrax/sunshine/sshome.html

Registering Font Finder

FontFinder is not free. You can try the demo for 30 days or until it expires. Then if you wish to continue using it, you must send $25 per computer that will have FontFinder installed in check or money order to:

Sunshine Software
2737 Baldwin Street
Jenison, MI   49428
USA

Print and fill out an <u>order form</u>.

Be sure to include your email address so we can email your registration number.

<u>You can now register on-line using major credit cards</u>. For more information, go to our web page at http://web.triton.net/fasttrax/sunshine/sshome.html

Uninstalling FontFinder

FontFinder comes with complete uninstall capabilities. This is very useful when testing new software. To uninstall FontFinder, go to Control Panel and click on Add/Remove Programs.

Be sure you have selected the first tab titled "Install/Uninstall". There is a list box of software you have installed on your system. Click on "FontFinder" and then click the Add/Remove button.

That's all there is to it! Thank you for trying FontFinder.

Copying A Selected Character

You can quickly copy a selected character from the <u>Character Set</u> screen to the clipboard. First, left mouse click on the desired character. The selected character becomes highlighted. Then simply click the right mouse button. A beep verifies that the selected character has been copied onto the clipboard.

You can then paste this character into your document. This is extremely helpful when working with graphic character sets like WingDings because the font information is copied as well. Therefore, when you paste the character into your document, it will be pasted in as a WingDing character! The font size is set to the current font size of the main FontFinder font list. For setting this see <u>Configuring FontFinder</u>.

You can also copy a string of characters from the Whole Character Set window. You can build a string   by doing the following for each character:

    1) Select the character to be copied by left-clicking the mouse
    2) Right-click the mouse
    3) Select Copy from the pop-up menu

This stores each character into the Copy String box. When finished, you simply click the copy to clipboard button at the top of the form. You can also set the size of the characters when they are pasted by setting the spin box for the type size desired.

You can also type the string you want copied to the clipboard in the Copy String Box from your keyboard.

Print Preview

When printing reports, each report is first opened in a screen preview mode. This powerful preview function allows you to resize the preview window, zoom in and out of the current page, and move between pages in a multi-page report.

Order Form

Please print and complete the following order form for registering all Sunshine Software products. Then mail this form to:

Sunshine Software
2737 Baldwin Street
Jenison, MI   49428
USA

I would like to register the following products:

_____ copies of FontFinder @ $25 each   _____

_____ copies of PixShow @ $29.95 each   _____

_____ copies of Combo-Pac @ $45 each   _____

(the Combo-Pac includes one registration each of FontFinder AND PixShow)

        TOTAL ENCLOSED   _____
(all payments must be in US funds only)

Company Name   _____

Your Name   _____

Address   _____

        _____

City, State, Zip   _____

Country   _____

Email   _____

Phone   _____

We NEED your email address to send you the registration code!

One registration is required for each computer that will run the program.

Upon receipt of this order form and the appropriate funds, your registration

code will be immediately sent to you via email.

Whole Character Set

The Whole Character Set view allows you to view the entire 256 characters. Please note, these are not all printable characters, as some are used as control characters.

You will notice that different fonts will have a different number of printable characters in the set. The Whole Character Set allows you to see which characters will print a desired character.

The Whole Character Set view also displays the decimal, hexadecimal, and ascii character equivalent of each character. You set the desired equivalent by selecting one from the radio box at the middle top of the form.

While the Whole Character Set is synced up to the main Font Lister Box, you can override the selected font by using the Font Selector at the top left of the form.

On the top right is the copy to clipboard functions. The text box allows you to store which characters you want copied to the clipboard. To place characters in the Copy String Box by typing a series of letters in from the keyboard, or by selecting a desired character and then clicking the right mouse button. A pop-up menu will appear that allows you to either add the selected character to the Copy Box, or clear and then copy the selected character.

You can control the size of the font that is placed on the clipboard by setting the font size with the spin control.

Finally, you have two buttons. The left button copies the Copy String Box to the clipboard with the selected font and font size. The right button clears the Copy String Box.

Finding A Font

You can quickly find any installed font in the main screen. Make sure FontFinder is the selected application by clicking on the main screen. Then, simply type in the name of the font you are looking for.

The list of installed fonts is incrementally searched using Smart Search technology. If you have an installed font named Times Roman, typing "T" takes you to the first font starting with T. Then when you type 'i', the first font beginning with "Ti" will be found.

With Smart Search, you don't have to do anything to start a new search. If after typing "Ti" you want to find a font starting with "A", you can just type A. If you had already typed "Ti" and no fonts start with "Tia" then you are taken to the first font that starts with "A"

All searching with Smart Search is case insensitive so no capitalization is required.

Font Explorer(TM)

Font Explorer(TM) is a very powerful tool for exploring all of your True Type fonts on disk, installed *and* uninstalled. This tool features a layout similar to Windows Explorer but gives you additional font file information, font preview, and a character map! Also by double clicking on any font name displayed, you can instantly preview and print a sample sheet of the selected font file, even if it's not installed on your system!

Using FontExplorer(TM), you can:

- Preview any TrueType font, installed or uninstalled
- Read extended information embedded in the Font File
- Install and copy TrueType fonts
- Delete unused TrueType Fonts from disk
- Instantly open your Windows Font Folder
- Print Font reports of Installed and Uninstalled fonts
- Print entire Folder contents of Fonts
- Manage Fonts by quickly installing/uninstalling entire Folders of font files
- Sort the contents of Font Explorer by clicking on the desired column heading

To open and use Font Explorer(TM), select Tools/FontExplorer from the FontFinder 32 main menu. You will notice the layout resembles the standard Explorer dialog, but it offers a great deal more power for handling True Type fonts. After you select *any* directory containing True Type fonts, the right hand will display Font Name, File name, file size, and file date. This is similar to the standard Windows Explorer when you are exploring your Fonts folder. However, Font Explorer gives you these details for *any* folder you browse containing True Type fonts! Plus, you can get additional font information, preview fonts, and view a character set for any installed or uninstalled font on your disks, including font files on CD-ROM! Double Click on any Font Name in Font Explorer(TM) and you will instantly have a preview of a sample sheet of the selected font that you can print out.

You can sort the Font files displayed in Font Explorer by column. Simply click on the column you wish to sort on and the information will automatically sort on that heading. Clicking the same column heading repeatedly will change the sort order from ascending to descending. and back.

You can select fonts to include in reports, install, or uninstall by clicking on the checkbox. All fonts in a folder can be quickly checked or unchecked by using the speed buttons at the top. Read more about:

Installing/Uninstalling Fonts
Deleting Font Files
Adding/Removing Folders
Printing Font Reports from Font Explorer(TM)

Previewing installed and uninstalled fonts in Font Explorer is easy. In the upper left hand corner, from left to right, there are three buttons that allow you to view:

Font File Information: this will give details about font information embedded in a True Type font file to which you usually don't have access. But with Font ExplorerTM, you can now view the Copyright Notice, Font Family Name, Font Subfamily Name (style), Unique Font Name (Windows identity), Version, Postscript Name, and Trademark.

Font Preview: this button activates a font preview screen. You can type any line of characters you prefer. As you click on different font names, you can preview them instantly!

Font Character Map: this displays the the font character set, and features our exclusive Floating Zoom Box as

found in our other character set displays. To zoom in on a specific character, place the mouse pointer over the desired character and click the left mouse button. You can hold down the left mouse button while moving the mouse and get a <u>floating zoom box</u> that dynamically changes depending on what character it is over. The decimal, hex, or ascii equivalent is also displayed in the upper left corner of the floating zoom box. To select which equivalent is displayed along with the character in the Floating Zoom Box, place the mouse over the character set and click the right mouse button. A pop up menuwill allow you to choose the Decimal, Hexidecimal, or Ascii equivalent.

Color Management

FontFinder 32 allows you to select the colors in which you want your fonts displayed. You can select separate colors for the Font Name, the Font Sample String, and the Paper (background).

To open the Color Management screen, choose File/Configure or simply click on the Configure speed button.

Select the tab that says "Color Management"

You can preview different color combinations for each element by clicking on the appropriate button and choosing the desired color from the standard Windows Color Selection Dialog.

The color is immediately displayed in the sample text. To have it applied to the main FontFinder screen, click the Apply button.

You can also save color combinations as Color Schemes. There is a library of Color Schemes already included in FontFinder when you install it. You can change these or create completely new ones you name yourself.

To save a new Color Scheme, after selecting the colors you want, click Save As... and you will be prompted for a name. Choose a name and click OK. This will now be permanently added to your list of Color Schemes from which to choose.

To delete a specific Color Scheme, select the Color Scheme from the drop down box and click the Delete button. You will be prompted to make sure you want to delete the Color Scheme. Click the Yes button and it will be permanently deleted.

Installing/Uninstalling Fonts

You can install and uninstall TrueType fonts from <u>Font Explorer(TM).</u> To install fonts, open Font Explorer and select the folder (directory) that contains the font files. The font files will be displayed in the right hand side of Font Explorer showing the Font Name, File Name, Size, and Modified Date. Font Explorer(TM) offers an excellent approach to total <u>Font Management.</u>

Click the checkbox for the font or fonts you want to install. Then click the Install Fonts speedbutton on the toolbar. When installing fonts, you can:
- Copy them to the Windows Font folder
- Copy them to a designated folder
- Leave them where they are - only do this when installing from your hard drive, and NOT from removable media as Windows will need them everytime you first boot your computer up.

There are <u>special considerations</u> when installing fonts from CD-ROM.

To uninstall fonts, you check those you want to uninstall and click the Uninstall Fonts speedbutton on the toolbar. When uninstalling, you can:
- Move the font files to your Deleted Font Folder (set under Configuration)
- Move them to another designated Folder
- Move them to the Recycle Bin (deleting them)
- Uninstall but leave the Font File where it is (recommended)

To permanently delete a font file from your drive, read <u>Deleting Font Files.</u>

Deleting Font Files

From <u>Font Explorer(TM)</u> you can also permanently delete checked Font Files by sending them to the ReCycle Bin. To do this, open Font Explorer and open the Folder containing the font files you want to delete.

Check the files you want deleted, and then click on the Delete Font File speedbutton on the toolbar. You are given a confirmation dialog. Click yes and the font files are moved to the ReCycle Bin. If they were installed in the system, they will be uninstalled when they are moved to the ReCycle Bin.

If you decide you didn't want to delete them, open the ReCycle Bin, select them, and then choose Restore. This will put them back in their respective Folders, but will not reinstall them. To reinstall them, in Font Explorer open the Folder, check them, and then click the Install Fonts speedbutton. To learn more about installing and uninstalling TrueType fonts from Font Explorer, click <u>here.</u>

Printing Font Reports from Font Explorer(TM)

You can print reports from within Font Explorer(TM).   They can include both installed and uninstalled fonts. So, you don't have to install the fonts to now print sample font sheets!

Folder Contents
Prints the list of fonts in your selected folder showing Font Name, File Name, File Size, and Modified Date

Selected Font Samples
Check the fonts you want to include. Will print the Font Detail and Font Sample. You can set the size of the Font Sample by setting Report Font Size under Configuration/Report Settings. You can set the Sample String by setting the Printer String under Configuration/Report Settings.

Selected Font File Info
Check the fonts you want to include. Will print the Font Detail and Font Sample, along with the True Type embedded Font Information including File Name, Copyright Notice, Font Family Name, Font Subfamily Name, Unique Font Identifier, Full Font Name (Windows reference), Version String, Postscript Name, and Trademark. You can set the size of the Font Sample by setting Report Font Size under Configuration/Report Settings. You can set the Sample String by setting the Printer String under Configuration/Report Settings.

Sample Sheet
Click on the font name, then right click for a pop-up menu. Will print Windows Print Sample Page

Character Set
Click on the font name, then right click for a pop-up menu. Will print a full character set

When printing reports of uninstalled fonts, be sure to leave the print preview screen up while printing until the last page has printed, or the needed temporary font files may be removed before the last page prints from Print Manager. If this happens, the ending fonts may be printed as the same default font, such as Arial. Also, Windows has a maximum number of installed fonts of around 1000, so if you have a large report, you will need to print smaller reports of under 1000 fonts each. If you have the print preview screen up, and are getting the ending fonts showing the same default font, reduce the number of fonts in your report.

Font Management

Font Explorer(TM) in FontFinder 32 offers an excellent approach to Font Management. The number of fonts you have installed in your operating system affects how quickly your computer boots up. It isn't necessary to always have 1000 fonts installed.

With Font Explorer(TM) you can install fonts from ANY Folder, so you can create Folders (directories) that contain different fonts that you want to install/uninstall frequently. You could group them however you choose, such as a Folder for a particular design project that contains a lot of fonts, or perhaps fonts that are good for headlines, or decorative fonts, or fonts that contain graphics. The possibilites are endless.

To install, you can quickly open the desired Folder, click the Check All speedbutton, and then click the Install speedbutton. You've now installed all the fonts you needed for the project. When creating separate folders for groups of fonts, you can install them and select "Keep Font files where they are..." option. Then when you don't need them anymore, Uninstall the fonts by checking them and then Uninstalling them using the "Do not delete or Move Font files..." option.

Remember, Windows limits the number of fonts you can sucessfully install at one time. Try to keep it well under 1000. This will speed system performance as well. And using FontFinder 32, it is easy to quickly add those fonts you need when you need them.

Our Website

You can visit us at our website at:

http://web.triton.net/fasttrax/sunshine/sshome.html

Installing Fonts from a CD-ROM

The Windows Operating System needs to have the True Type Font Files present on your computer's hard drive(s) when booting up. Therefore, when installing Font Files from a CD-ROM, or any removable media for that matter, be sure you select a Copy option. When installing, be sure to select one of the following:

- Copy them to the Windows Font folder
- Copy them to a designated folder

Do NOT use the option to "Keep Font files where they are" when installing from any removable media device such as a CD-ROM.

This will make sure the font files are present on your hard drive the next time you boot your computer. After they have been installed (using a copy option), you can install/uninstall as often as you like quickly and easily if you leave them in the folder where you originally copied them to the first time you installed them.

The most effective way to install a new font

The first time you install a new font, choose a copy method so the font file is copied to a designated folder or to the Windows Font Folder.

When you want to uninstall it, open the folder to where you originally installed it (the designated Folder) and uninstall from there leaving it on your drive.

To reinstall, open the folder where you originally installed it (and copied to) and install from there without moving it again.

For more information on managing your fonts, read <u>Font Management.</u>

Adding/Removing Folders

When in Font Explorer(TM), you can add new Folders or Delete Empty Folders. To do so, open Font Explorer and place your mouse over the Folder Tree (the left hand side of Explorer). Right click your mouse and you will be presented with a pop-up menu that let's you Add a folder, Delete a folder, and refresh the Folder Tree.

The folder you add will be a descendant of the currently selected folder, so be sure to click on an existing folder first that will contain the new folder.

This feature offers a powerful way to manage your True Type fonts. You can create special folders right from within Font Explorer to contain different types of Font Files. Then you can quickly go to the desired folder and install/uninstall the fonts you need. To learn more about managing your fonts with FontFinder 32, read Font Management.

To remove a folder, click on the folder you wish to remove so it is selected. Then right click the mouse and choose Delete Folder from the pop-up menu. You can only delete a folder if it is empty. Remember, Font Explorer only displays True Type font files. It is possible to open a folder that contains other files that are not visible.

To delete True Type font files from a folder, read Deleting Font Files.

Troubleshooting FAQ

Q. *My report prints fine for the first 20 pages, then all the fonts start looking like the same font.*
A. Windows has a limit on the number of fonts it can install at one time. To get all the fonts you selected, break them down into multiple reports and try again.

Q. *Some fonts don't seem to send to the printer correctly.*
A. You probably need to set your printer to "Print TrueType As Graphics". To do this, double click on the My Computer icon on your Windows desktop. Then double click Printers. Right click on the printer you are using and select "Properties". One tab should say "Fonts". Find it and select "Print TrueType as graphics".

Q. *Some of the uninstalled fonts don't print on my report.*
A. Be sure to leave the Print Preview screen active while printing your entire report. Uninstalled fonts are no longer available to the printer or Print Manager once you've closed the Print Preview form. Close the Print Preview form only after the last page has actually printed.

Q. *I can view a TrueType Font from the main screen, but I can't delete it from FontFinder.*
A. The registry must contain proper information for the installed font. Unfortunately, many font programs do not register fonts properly when installing them. To fix this, manually drag the offending font file from your font folder somewhere else. Then drop it back in and Windows will properly register it in the registry. Or, you can use FontFinder to install it after moving it out of your font folder. FontFinder properly installs TrueType font files and registers them properly in the registry.

Glossary

F

floating zoom box

floating zoom box
Zoom in on a character in the Character Set, Whole Character Set, and Font Explorer Character Set and move the mouse while holding down the left mouse button.