

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.

Quick Steps for Adding:

[Scalable Typefaces](#)

[Disk-based Bitmapped Fonts \(Soft Fonts\)](#)

[Cartridge-based Bitmapped Fonts](#)

[Type Director Typefaces and Fonts](#)

Other Help Topics:

[Downloading Fonts](#)

[Selecting Symbol Sets](#)

[Editing Font Names and Attributes](#)

[Deleting Fonts](#)

[Compatible Fonts and Typefaces](#)

[Copy Between Ports](#)

[Ordering Typefaces and Fonts](#)

Copyright © 1991 by Hewlett-Packard Company

Adding Scalable Typefaces

Hewlett-Packard offers accessory scalable typefaces in two media: **Cartridge-based*** or **disk-based** scalable typeface products.

The installation instructions for scalable typeface products are different based on media and whether or not you have the *HP Intellifont-for-Windows 3.0* screen font driver.

With *HP Intellifont-for-Windows 3.0*

- * [Cartridge-based Scalable Typeface Installation](#)
- * [Disk-based Scalable Typeface Installation](#)

Without *HP Intellifont-for-Windows 3.0* (HPPCL5A Printer Driver Only)

- * [Cartridge-based Scalable Typeface Installation](#)
- * [Disk-based Scalable Typeface Installation](#)

* Cartridge-based HP scalable typeface products also contain diskettes for screen fonts.

Cartridge-based Scalable Typeface Installation Through HP Intellifont-for-Windows 3.0

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

The steps below describe how to prepare Windows to use the following HP products:

- * Distinctive Documents I/Compelling Publications I
- * Brilliant Presentations I/Compelling Publications II

If you have any other HP scalable typeface cartridge, such as the HP WordPerfect Scalable Typeface Cartridge, click here: [Unlisted Scalable Cartridges](#).

Step A -- Installing Matching Screen Fonts

1. From the HP Font Installer window, click on the **Add fonts...** button.
2. Locate a scalable typeface diskette. These are contained in a plastic bag labeled "Screen Font Disks" inside your cartridge box.
3. Insert one of the disks 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.

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

We recommend that you select **Cartridge - Screen fonts only**, which will give you access to the characters in the WN: Windows symbol set. However, you can choose any symbol set you want. If you need characters for a special application (such as math, legal or dingbats), refer to the symbol set charts in the appendix of your printer user's manual.

6. Indicate the destination drive and directory where you want to store your screen fonts (we recommend the default C:\TD\TYPE). Click on **OK**.

Once installed, the scalable typeface(s) will appear on the left side of the screen under the heading "PCL/HP LaserJet on [port]." Scalable screen fonts can be recognized by a small dot (.) before the typeface name.

7. Repeat the above steps to install more screen fonts.

If you are installing a group of typeface products, you may have to click on the **Close Drive** button before the **Add fonts...** button will appear.

8. Click on **Exit** or **OK** until return to your original window.

Step B -- Activating Your Scalable Cartridge in Windows

Before you can select cartridge-based typefaces or fonts in your Windows applications, you must activate the cartridge name in the printer **Setup** menu. Follow these steps:

1. From the Program Manager's **Main** window, double-click on **Control Panel**.
2. Double-click on the **Printers** icon.
3. Click on the **Configure** button.
4. Click on the **Setup** button.
5. Highlight your cartridge from the list.

If your cartridge is not listed, click here: [Unlisted Scalable Cartridges](#).

6. Click on **OK**.
7. Click on **OK** in the **Printers-Configure** window.
8. Return to your original window.

You will now be able to select fonts from your HP scalable typeface cartridge within your software applications. If *HP Intellifont-for-Windows 3.0* is **on**, you will see matching screen fonts on your monitor display.

Disk-based Scalable Typeface Installation Through HP Intellifont-for-Windows 3.0

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

Follow the steps below to install all Hewlett-Packard disk-based scalable typeface products.

This procedure will install downloadable printer fonts from your scalable typeface disks. It will also install matching screen fonts for WYSIWYG display when *HP Intellifont-for-Windows 3.0* is **on**.

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 you have used HP's AutoFont Support utility or HP's Type Director program, indicate the appropriate drive and directory used with those products (the default is C:\TD\TYPE).

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

The default is the **WN: Windows** symbol set. However, you can choose any symbol set you want. If you need symbols for a special application (such as math, legal or dingbats), refer to your printer's user manual to see charts showing the exact location of characters in various symbol sets.

6. Indicate the destination drive and directory where you want to place your screen fonts and printer fonts. (We recommend using the defaults.) Click on **OK**.

The default screen font directory is C:\TD\TYPE and the default printer font directory is C:\PCL\FONTS. 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.

If you are installing a group of typeface products, you may have to click on the **Close drive** button before the **Add fonts ...** button will appear.

10. Click on **Exit** or **OK** until you return to your original window.

You will now be able to select fonts within your software applications. If *HP Intellifont-for-Windows 3.0* is **on**, you will see matching screen fonts on your monitor display.

Unlisted Cartridge-based Scalable Typeface Installation Through HP Intellifont-for-Windows 3.0

Because you will have to exit Windows in order to complete this task, we recommend that you print this help topic. Choose **Print Topic** from the "File" box above.

Follow the steps below to install HP scalable typeface cartridges that are not already listed in the Windows 3.0 printer **Setup** box (such as the HP WordPerfect Scalable Typeface Cartridge):

This procedure will create cartridge support files and allow selection of the cartridge name. It will also install matching screen fonts for WYSIWYG display when *HP Intellifont-for-Windows 3.0* is **on**.

Step A -- Install AutoFont Support Files

1. Completely exit Windows and return to a **DOS prompt** (do not use the DOS icon in Windows).
2. Your HP scalable typeface cartridge includes AutoFont Support disks. Insert the *AutoFont Support Installer and Metrics* disk #1 into drive A:
3. Type in `A:AUTOFONT` and press **[Enter]**.
4. Follow the instructions that appear on your screen. When the AutoFont Support Installer asks you if your software supports screen fonts, answer **YES**. The AutoFont Support Installer will place the screen fonts in the `C:\TD\TYPE` directory.

During the installation, the AutoFont Installer will prompt you to insert the Screen Fonts disks that are included with your cartridge. You can install all the screen fonts, or you can install only the ones you need. (All of the *printer* fonts will be available whether or not you install screen fonts.)

Step B -- Activating Your Scalable Cartridge in Windows

Before you can select cartridge-based typefaces or fonts in your Windows applications, you must activate the cartridge name in the printer **Setup** menu. Follow these steps:

1. From the Program Manager's **Main** window, double-click on **Control Panel**.
2. Double-click on the **Printers** icon.
3. Click on the **Configure** button.
4. Click on the **Setup** button.
5. Click on the **Fonts** button.
6. Click on the **Add Fonts...** button.
7. Type in the location of the AutoFont Support files as the source drive and directory. The default is `C:\AUTOFONT`, then click on **OK**.
8. Highlight the cartridge name and click on the **Add...** button.

The cartridge name will appear in the box on the right. (There will be a small cartridge icon beside the

name.)

9. We recommend you accept the default printer font directory (C:\PCLFONTS). Click on **OK**.
10. Click on **Exit** to return to the **Setup** window.
11. In the **Setup: PCL5/HP LaserJet III ...** window, highlight the name of your new cartridge in the Cartridges box. Then click on **OK**.
12. Click on **OK** to advance through the remaining windows until you return to the Control Panel window. Close the Control Panel.

Continue with step "C" to install screen fonts.

Step C -- Installing Matching Screen Fonts

1. From the Program Manager's **Accessory** window, double-click on the **Intellifont** icon.
2. Click on the **Fonts** button.
3. Click on the **Add Fonts...** button.
4. Type in the drive and directory where the AutoFont Support installer placed the .TYP (screen font) files (for example, C:\TD\TYPE). Then click on **OK**.
5. Highlight typeface(s) you want to install as screen fonts. You may highlight more than one.
6. Click on the **Add...** button.
7. Highlight a symbol set and click on **OK**.

We recommend that you select **Cartridge - Screen fonts only**, which will give you access to the characters in the WN: Windows symbol set. However, you can choose any symbol set you want. If you need characters for a special application (such as math, legal or dingbats), refer to the symbol set charts in the appendix of your printer user's manual.

8. Indicate the destination drive and directory where you want to store your screen fonts. We recommend the default C:\TD\TYPE. Click on **OK**.

Use the *same* directory as you did in step 4 so that duplicate files will not be made. Once installed, the scalable typeface(s) will appear on the left side of the screen under the heading "PCL/HP LaserJet on [port]." Scalable screen fonts can be recognized by a small dot (·) before the typeface name.

9. Click on **Exit** until you return to your original window.

You will now be able to select fonts from your HP scalable typeface cartridge within your software applications. If *HP Intellifont-for-Windows 3.0* is **on**, you will see matching screen fonts on your monitor.

Cartridge-based Scalable Typeface Installation *Without* HP Intellifont-for-Windows 3.0 (HPPCL5 Printer Driver only)

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

Support for the following HP scalable typeface products is included with this version of the HPPCL5 driver:

- * Distinctive Documents I/Compelling Publications I
- * Brilliant Presentations I/Compelling Publications II

You will not have to use the HP Font Installer for these two cartridges. However, information about activating them in the printer **Setup** window is listed below.

If you have any other HP scalable typeface cartridge, such as the HP WordPerfect Scalable Typeface Cartridge, click here: [Unlisted Scalable Cartridges](#).

Activating Your Scalable Cartridge For Use In Windows

Before you can select cartridge-based typefaces or fonts in your Windows applications, you must activate the cartridge name in the printer **Setup** menu. Follow these steps:

1. From the Program Manager's **Main** window, double-click on **Control Panel**.
2. Double-click on the **Printers** icon.
3. Click on the **Configure** button.
4. Click on the **Setup** button.
5. Highlight your cartridge from the list.

If your cartridge is not listed, click here: [Unlisted Scalable Cartridges](#).

6. Click on **OK**.
7. Click on **OK** in the **Printers-Configure** window.
8. Return to your original window.

You will now be able to select fonts from your HP scalable typeface cartridge within your software applications.

NOTE: Matching screen fonts are not available using this method, Windows will display representative screen fonts if you do not have *HP Intellifont-for-Windows 3.0*.

Disk-based Scalable Typeface Installation *Without* HP Intellifont-for-Windows 3.0 (HPPCL5A Driver Only)

Because you will have to exit Windows in order to complete this task, we recommend that you print this help topic. Choose **Print Topic** from the "File" box above.

This procedure will create scalable printer fonts and font support files for use in Windows 3.0, from disk-based HP scalable typeface products.

Step A -- Install AutoFont Support Files

1. Completely exit Windows and return to a **DOS prompt** (do not use the DOS icon in Windows).
2. Your HP scalable typeface cartridge includes AutoFont Support disks. Insert the *AutoFont Support Installer and Metrics* disk #1 into drive A:
3. Type in A : AUTOFONT and press **[Enter]**.
4. Follow the instructions that appear on your screen. When the AutoFont Support Installer asks you if your software supports screen fonts, answer **NO**.

The HPPCL5 printer driver does not support customer screen fonts. Windows 3.0 will display representative fonts.

5. When the AutoFont Support Installer asks you which symbol set you want, we recommend that you choose **Windows (PC 1004)**. By default, the AutoFont Support Installer will scalable printer fonts into the C:\TD\FONTS directory.

During the installation, the AutoFont Installer will prompt you to insert scalable typeface diskettes. Scalable printer fonts will be made from these diskettes that have the file extension .SFS.

Step B -- Updating Windows To Select Fonts

Before you can select disk-based fonts in your Windows applications, you must update Windows by following these steps:

1. From the Program Manager's **Main** window, double-click on **Control Panel**.
2. Double-click on the **Printers** icon.
3. Click on the **Configure** button.
4. Click on the **Setup** button.
5. Click on the **Fonts** button.
6. Click on the **Add Fonts...** button.
7. Type in the location of the AutoFont Support files as the source drive and directory. The default is C: \AUTOFONT, then click on **OK**.
8. Highlight the scalable typeface(s) you want to add click on the **Add...** button.

9. The HP Font Installer will ask you which directory you want to place your printer fonts. Indicate the directory created by the AutoFont Support Installer (the default is C:\TDFONTS). Click on **OK**.

If you do not indicate the same drive and directory, duplicate fonts will be made.

10. Click on **Exit** to return to the **Setup** window.
11. Click on **OK** to advance through the remaining windows until you return to the Control Panel window. Close the Control Panel.

You will now be able to select the fonts within your software applications.

NOTE: Matching screen fonts are not available using this method, Windows will display representative screen fonts unless you have *HP Intellifont-for-Windows 3.0*.

Unlisted Cartridge-based Scalable Typeface Installation Without HP Intellifont-for-Windows 3.0 (HPPCL5 Printer Driver Only)

Because you will have to exit Windows in order to complete this task, we recommend that you print this help topic. Choose **Print Topic** from the "File" box above.

Follow the steps below to install HP scalable typeface cartridges that are not already listed in the Windows 3.0 printer **Setup** box (such as the HP WordPerfect Scalable Typeface Cartridge):

This procedure will create cartridge support files and allow selection of the cartridge name.

Step A -- Install AutoFont Support Files

1. Completely exit Windows and return to a **DOS prompt** (do not use the DOS icon in Windows).
2. Your HP scalable typeface cartridge includes AutoFont Support disks. Insert the *AutoFont Support Installer and Metrics* disk #1 into drive A:
3. Type in A : AUTOFONT and press **[Enter]**.
4. Follow the instructions that appear on your screen. When the AutoFont Support Installer asks you if your software supports screen fonts, answer **NO**.

The HPPCL5 printer driver does not support customer screen fonts. Windows 3.0 will display representative fonts.

Step B -- Activating Your Scalable Cartridge in Windows

Before you can select cartridge-based typefaces or fonts in your Windows applications, you must activate the cartridge name in the printer **Setup** menu. Follow these steps:

1. From the Program Manager's **Main** window, double-click on **Control Panel**.
2. Double-click on the **Printers** icon.
3. Click on the **Configure** button.
4. Click on the **Setup** button.
5. Click on the **Fonts** button.
6. Click on the **Add Fonts...** button.
7. Type in the location of the AutoFont Support files as the source drive and directory. The default is C: \AUTOFONT, then click on **OK**.
8. Highlight the cartridge name and click on the **Add...** button.

The cartridge name will appear in the box on the right. (There will be a small cartridge icon beside the name.)

9. We recommend you accept the default printer font directory (C:\PCLFONTS). Click on **OK**.
10. Click on **Exit** to return to the **Setup** window.
11. In the **Setup: PCL5/HP LaserJet III ...** window, highlight the name of your new cartridge in the Cartridges box. Then click on **OK**.
12. Click on **OK** to advance through the remaining windows until you return to the Control Panel window. Close the Control Panel.

You will now be able to select fonts from your HP scalable typeface cartridge within your software applications.

Type Director Typefaces and Fonts

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

There are two methods for using the HP Font Installer with the Type Director 2.0 software program 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 to activate your fonts:

Activating your Fonts

To activate both printer and screen fonts, follow 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 Director (for example, C:\TD\FONTS).

7. Return to your original window.
8. Click here: [Deleting Bitmapped Screen Fonts](#)

Type Director Users: Deleting Bitmapped Screen Fonts

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

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 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

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

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. 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.

Adding Cartridge-based Bitmapped Fonts

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

Support for most of HP's newer bitmapped cartridge font products is already included with the updated printer driver for the LaserJet III family of printers. 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. HP supplies .PCM files for Hewlett-Packard font cartridges with part numbers 92286A through Z and 92286 S1 or S2. AutoFont Support files are supplied for new HP bitmap font cartridges. Call HP's Driver Distribution Center at 303-353-7650 (USA and Canada -- all other countries, contact your authorized HP dealer).

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

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

Once installed, each cartridge 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.

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 locate 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**, when you exit the HP Font Installer, Windows will ask you if you want the font downloaded now or every time you start up (re-boot) your computer. If you select **Download at start-up** it will take longer to begin using your computer because you will have to wait for the fonts to be downloaded to the printer.

The number of fonts you can download is dependent upon the font file size and the amount of 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 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 used 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 Typografica Neufville, S.A.; Revue Shadow and University Roman are trademarks of Esselte Letraset; ITC Bookman, ITC Souvenir and ITC Zapf Chancery are registered trademarks 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 - Screen fonts only** 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

Some characters available symbol sets cannot be found on your standard computer keypad. You can access these characters by directly typing in a character code value.

Multi-language characters (È ä Ç ñ ß) and special symbols (® £ © ½ ¾ ¥) are examples.

Look in the appendix of your printer user's manual to find the symbol set charts. These charts show a character code values for all symbols. Once you find the character code value you want, follow these steps to type in the character:

1. Press the **[Num Lock]** key on your computer keyboard. (Most keyboards have a light that indicates whether num lock is on or off.)
2. Press and hold down the **[Alt]** key.
3. Type in in a **four-digit** number using your **numeric keypad**.
4. Release the **[Alt]** key.
5. Press the **[Num Lock]** key again (light off).

Windows requires you to use a leading zero (0) before keying in the number.

For example, in the WN Windows symbol set, the register mark ® is character number 174. It 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 people 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/HP LaserJet on [port]," that you want to copy. (The term "copy" means to make available another printer on another port).
3. Click on the **Copy between Ports...** button
4. Highlight the port, then click on **OK**.
5. Click on the **Copy** button.
6. Click on **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 (or switched to another printer language*). 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 click on **Exit** from 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 select **Download now**, 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.

* The HP LaserJet IIISi has the ability to switch from HP PCL to optional PostScript. Anytime the language is switched, all downloaded fonts are deleted from printer memory. Because of this, we recommend always using temporary download status.

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 (·) in front of 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. If you click on the NO button, the font will not be deleted from the disk, but will only be removed from selection within Windows.

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 it is downloaded to the printer. Permanent fonts will remain in the printer memory and will be available for use until the printer is turned off or a specific delete command is sent through printer commands.

LaserJet III Si printer users: Switching languages from PCL to optional PostScript also deletes all downloaded fonts.

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.

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 family of printers can be made from scalable typeface products through some AutoFont Support utilities, *Type Director 2.0* and *HP Intellifont-for-Windows 3.0*.

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).

