

## **Help Index**

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## **Help Topics**

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## Deleting Printer Fonts

To delete scalable printer fonts, follow the steps below:

1. Click the name of the printer font you wish to delete from the Installed Printer Fonts list box on the right in the Install Printer Fonts dialog box.  
You may select more than one font by pressing the Ctrl key while clicking on the name of each font you wish to delete.
2. Click the Delete button to delete your printer font(s).
3. Click OK to verify deletion of the selected printer font(s).
4. Click OK to close the Install Printer Fonts dialog box.

When you have finished deleting printer fonts be sure to delete the screen fonts you created for those printer fonts. See [Deleting Screen Fonts](#) for more information on deleting screen fonts.

## **Install Fonts**

Three scalable printer fonts came with your HP DeskJet Series Printer Driver for Microsoft® Windows 3.0: CG Times, Courier, and Univers. Scalable printer fonts are actually outlines of the characters and symbols of a font that are stored in mathematical form. These outlines are not point size specific. When sent to the printer, the outlines are scaled (reduced or enlarged) by the printer driver from 4 to 127 point.\*

To use these scalable printer fonts or to use additional HP MasterType Library scalable typefaces, you will need to install them. To refer to your printer software information guide for information on installing printer fonts.

Once printer fonts are installed, you may wish to make corresponding screen fonts for your printer fonts, so that as you work on your documents, what you see on the screen is a close approximation of what appears on your output. See [Creating Screen Fonts](#) for more information.

\* Available point sizes are dependent on typeface, style, and your software application.

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## **Help Topics**

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## Creating Screen Fonts

To see fonts on your screen that match the fonts you print, you may wish to make corresponding bitmap screen fonts from the scalable printer fonts you have installed. Refer to your printer software information guide for information on creating screen fonts.

Screen fonts are created in a standard set of point sizes: 8, 10, 12, 14, 18, and 24. Although screen fonts give you a close approximation on the screen of your printed text, they do use system memory and hard disk space, which may slow your computer's operation. For this reason, you may wish to keep screen fonts and point sizes only for those printer fonts you often use.

Once you have created screen fonts, you may edit them, adding or deleting sizes as you choose. To add or delete screen font point sizes, follow the steps in [Edit Sizes](#). If you wish to delete any of the screen fonts you have created, follow the steps in [Deleting Screen Fonts](#).

## Deleting Screen Fonts

The bitmap screen fonts which you create use memory and may slow your computer's operation. For this reason you may choose to delete some screen fonts that you do not use often, or those screen fonts for printer fonts that you have already deleted.

1. Select the screen font you wish to delete by clicking its name in the Installed Screen Font(s) list box on the right.

You may select more than one screen font by pressing the Ctrl key while clicking the name of each font you wish to delete.

2. Click Delete to delete the selected screen font(s).

Certain screen fonts are provided with and used by the Windows 3.0 program. You will be unable to remove these screen fonts from your system.

3. Click OK to confirm deletion of the screen font(s).

4. Click OK when you have completed deleting screen fonts from your system.

## **Edit Sizes**

To print this or any other help topic, choose Print Topic from the Help File menu.

You may wish to add or delete screen font point sizes from Installed Screen Font(s) list. It is recommended that you keep only those point sizes you use frequently, as bitmap screen fonts use memory and may slow your computer's operation.

1. Select the screen fonts you wish to edit by clicking its name in the Installed Screen Font(s) list box.

You may edit more than one screen font by pressing and holding the Ctrl key while clicking the name of each font you wish to edit.

2. Click Edit Sizes to add or delete screen font point sizes from the list.

The Edit Screen Font Sizes box will appear.

3. Type in the sizes you wish to add, or delete the sizes you wish to delete in the Edit Screen Font Sizes dialog box.

To add sizes, click at the end of the list and type in the sizes you wish to add. To delete sizes, select the sizes you wish to delete by highlighting them and press the Delete key, or backspace over the sizes.

4. If you selected more than one screen font to edit, click Next Font to edit the next screen font family's point sizes.

5. Click OK to add/delete point sizes for that font.

6. Click OK when you have completed editing screen fonts on your system.

## **Memory Considerations with Screen Fonts**

Screen fonts use memory and may slow your computer's operation. If you are using a system with minimal memory (for example, you work on an 8086 or 8088 machine with 640 KB RAM in Windows 3.0 real mode), you may wish to keep only those screen fonts and sizes for the printer fonts you commonly use. Keep in mind that larger point sizes, require more memory. For those printer fonts you infrequently use, create the screen font, use it, and delete it when you are finished.