Windows Font Installer Help Index

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Deleting Soft or Cartridge Fonts

If you are no longer using a soft or cartridge font, you might want to delete its file from your hard disk.

To delete a soft or cartridge font using the Printer Font Installer:

1 Select the font(s) you want to delete from the list box on the left.

2 Choose Delete.

A dialog box appears, asking if you want to delete the font(s) from your hard disk.

3 Choose Yes to delete the font(s) from both your printer and your hard disk.

Or choose No to delete the font(s) for the printer but not remove them from your hard disk.

When you choose No, the font name no longer appears anywhere in Windows, but the font file remains on your hard disk. Unless you plan to use it later, you should remove the font file and free the space on your hard disk.

Deleting a font does not remove a permanently installed font from your printer.

Downloading Soft Fonts Temporarily or Permanently

If you use a font frequently, permanent installation ensures that the font will stay in your printer's memory until the printer is turned off. You can generally print faster when you install fonts permanently, but permanently installed fonts can also limit the amount of printer memory available for printing graphics and complex pages.

If you install a font temporarily, the font is not loaded into your printer's memory until you want to print with that font. Temporary is the standard setting and works well when you rarely use a font, when you need your printer memory for printing graphics, when you are using a variety of fonts in one document, or when you are printing to a shared printer.

When you first install a soft font, the Printer Font Installer makes the font temporary by default (meaning the font is downloaded to the printer automatically every time you print with the font).

To download a font permanently:

1 Install the soft-font files.
   See Installing Soft or Cartridge Fonts for this procedure.

2 Select the installed font you want to download permanently.
   Although you can select more than one font in the list box, the Installer lets you set only one font at a time for permanent installation. If you select more than one font, the buttons used to select Permanent or Temporary are disabled. So, select only one installed font at a time from the list box.

3 Select Permanent.

4 Repeat steps 2 and 3 for each font that you want downloaded permanently.

5 When you finish configuring the soft fonts, choose Exit.
   If you designated any fonts as permanent, a dialog box appears, asking whether you want the fonts downloaded immediately and/or automatically each time you start your computer.

6 Leave both Download Now and Download at Startup selected if you want to download your soft fonts to your printer immediately and then each time you start your computer.
   With Download at Startup selected, Printer Font Installer inserts a line into your AUTOEXEC.BAT file that automatically downloads the selected fonts to your printer every time you start or reset your computer. So, make sure that the printer is turned on before you turn on your computer.

7 Choose OK to exit the Printer Font Installer.

Editing Soft Font Names

If you purchase a soft font that has the same name as a font you are already using, you should change the name of the soft font using the Printer Font Installer. You can change the names of soft fonts only. You cannot change the name of a cartridge font.

To change a soft font name using Printer Font Installer:

1 Select the font you want to edit from the list box on the left.

2 Choose Edit.

3 Type the new name for the selected font in the Name box.
   Caution: Unless you are very experienced at working with fonts (you create your own fonts or manually download your fonts), do not change any Font ID or Family settings that the Printer Font Installer automatically enters. The list below describes all the options in the Edit dialog box.

4 Choose OK.
   The new name for the selected font now appears in the Printer Font Installer dialog box and in the Windows applications that use fonts.
   The Edit dialog box that you see differs slightly depending on whether you are installing a font that the Installer doesn't recognize or whether you are editing the name of a currently installed font. In either case, you will see these options:

Option	Explanation
Description	A description of the soft font. If the Printer Font Installer doesn't recognize the font, you usually see only the type style and point size.
Font File	The name of the file containing the font.
Name	The font name that is used in the Printer Font Installer dialog box and throughout Windows. If you are adding a font that the installer doesn't recognize, this box is empty, and you need to enter the name of the font.
ID	The font ID number in WIN.INI. Do not change the font ID unless you are manually downloading fonts and want to change the order of the fonts in WIN.INI. If you change the font ID for a font, you must make sure that no other font installed on that printer port uses the same number.
Status	The way the font is downloaded--either as a permanent or temporary font.
Family	The name of the font family the font belongs to. The font family describes the general look of the font and determines how the installer generates the PFM file for the font.
Roman	Serif fonts with variable character widths, such as Tms Rmn.
Swiss	Sans serif fonts with variable character widths, such as Helv.
Modern	Serif or sans serif fonts with non-proportional character widths, such as Pica, Elite, and Courier.
Script	Cursive fonts.
Decorative	Old English fonts.
Edit Mode	Select this option if you selected several fonts with the same name and family. It lets you change the name of all the selected fonts at the same time.

Related Topics
Downloading Soft Fonts Temporarily or Permanently

Installing Soft or Cartridge Fonts

Before you install a soft or cartridge font, be sure to set up your printer and printer port using Control Panel. It is especially important to configure the printer port, since font information will be set up for the port your printer is connected to.

Also make sure the font does not have the same name and point size as another font you are using. Though the names and sizes are the same, the font metrics for the two fonts may differ and the fonts may print differently. If you find duplicate names, you can change the soft font name by using the Edit command in the Printer Font Installer.

NOTE: Some printers may support only cartridge fonts and not soft fonts. For example, the original HP LaserJet does not support soft fonts. Therefore, you can only install and configure cartridge fonts on this type of printer.

To install a soft or cartridge font with the Printer Font Installer:

1 Choose Add Fonts.
   The Add Fonts dialog box prompts you for the fonts you want to install. If you are installing fonts from a drive other than drive A, type the name of the drive and directory where the fonts are located.

2 Choose OK.
   The Printer Font Installer dialog box reappears with a list in the right-hand box of the fonts available on the disk.

3 Select the fonts you want to install from the choices in the right-hand box.
   As soon as you select a font, the Add button becomes available.

4 Choose Add when you finish selecting fonts.
   If the Printer Font Installer doesn't recognize the font or font family, the Font Metrics dialog box appears.

5 Choose OK to copy the selected fonts to a directory that Windows creates called PCLFONTS. If you want to copy the files to a different directory, type the name of the directory before choosing OK.
   If you type a new directory name, the Printer Font Installer automatically creates the directory for you.
   The fonts appear in the left-hand list box as they are installed.

6 Choose Close Drive once you have installed all the fonts you want to add.

The installation of any cartridge font is now complete. If you are installing soft fonts, you still need to decide whether you want to install the soft font files permanently or temporarily.

If you just installed a cartridge font, you must exit the Printer Font Installer now and select the cartridge from the list of cartridges for your printer. This final step is necessary before Windows can use the cartridge.

Related Topics
Downloading Soft Fonts Temporarily or Permanently
Specifying Font Names and Font Families

Copying Fonts to Another Printer Port

If you are using more than one PCL printer, or if you change the port your printer is connected to, you can use the Printer Font Installer to move or copy your installed soft or cartridge fonts to the other printer on that port. If you are moving or copying a cartridge font, you must also move the physical cartridge to the other printer.

To move or copy an installed soft or cartridge font:

1 Choose Copy Between Ports.
2 Select the port you want to use and choose OK.
   The fonts currently installed on the selected port appear in the right-hand box in the Printer Font Installer dialog box.
3 In either the right- or left-hand box (but not both), select the fonts that you want to move or copy.
   When you select a font, an arrow appears between the two boxes indicating the direction of the move or copy.
4 Choose Move or Copy.
   Printer Font Installer moves or copies the selected fonts to the port described in the other box.
5 If you are moving or copying a soft font, you can now select Permanent or Temporary for the new port.
   If you are copying cartridge fonts, you also need to configure the new cartridge for the printer on the port you just copied or moved the font to. For more information on configuring printers, see the Control Panel Help topics.

Related Topics
Downloading Soft Fonts Temporarily or Permanently

Specifying Font Names and Font Families

If the Printer Font Installer doesn't recognize the name or family of a font that you select to install, the Font Metrics dialog box appears so that you can enter the information.

We strongly recommend that you do not change the settings provided by the font manufacturer. Use this option only if absolutely necessary.

To enter a font name in the Font Metrics dialog box:

1 Type the manufacturer's name for the font in the Name box.

2 Select the family the font belongs to.

    Caution: Unless you are very experienced at working with fonts (you create your own fonts or manually download your fonts), do not change any Font ID or Family settings that the Printer Font Installer automatically enters.

3 Choose whether you want to install the soft font files permanently or temporarily.

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