Helpful Font Guide

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A document answering the basic questions of how to install and use any font. "Wisdom is not a product of schooling but of the lifelong attempt to acquire it."

Albert Einstein to J. Dispentiere March 24, 1954 Set in the Albert Einstein Font

Helpful Font Guide

Installation

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How do I install a font on a computer (Mac or PC)?

This is what a font file looks like on a Mac:



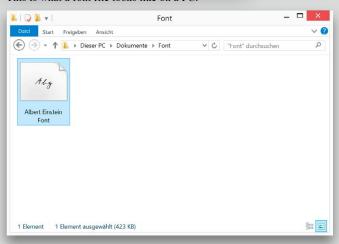
Easy! Just follow these steps:

- Locate the downloaded font file on your hard disk.
- Double click the file and an installation window shows up.
- Press the install button.

That's it. The font is now installed. This means, the font will appear within your font menu, in every application on your computer that supports font selection.

Please note: In some cases you may have to restart your software or even to restart your computer.

This is what a font file looks like on a PC:



Emails How to use fonts in emails?



Please note that fonts will only work in emails when both sender and receiver have installed the font.

The technical explanation goes like this: a text is stored in a file along with the instruction how to display it (i.e. display this text in this font). If the receiver of an email does not have a specific font to display the text, the software (email client) will render the text in another font (for example: Arial or Times).

To make sure message send through email appears in the text that you want, I recommend the following:

Option 1: Print as a PDF with Word

- 1. Print or save as PDF
- 2. Insert PDF file in the email Success!

Option 2: Take a Screenshot and send an image

Mac

- 1. Hold down keys: cmd + shift + 4
- 2. Mark section of screen you'd like to capture
- 3. The picture is stored on your desktop, drag and drop it into your mail.

Success!

Windows

- 1. Hold down keys: Windows + print
- 2. The picture is saved to this folder:
 C:\user\USERNAME\Bilder\Screenshots

 Replace "USERNAME" with your windows user-name
- 3. Open the file with an image editing software of your choice (e.g. Paint or Photoshop).
- 4. Crop the portion of the screen-shot you'd like to use and save it and insert it to your mail

Success!



Why does the font not appear in the font menu?

The fonts provided by Harald Geisler usually work out of the box with every office software.

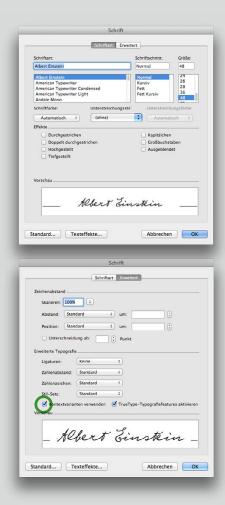
In some cases like the Sigmund Freud Typeface, the font is not visible in the standard font menu. You will need to access the font through the extended font menu as described below. You will need to do this for each new document, where you would like to have this effect. Fortunately, it is easy enough.

- 1. Open the extended Font menu in Word. This can be
 accessed through the menu Format Fonts (first option)
 or simply by using this shortcut: ctrl + D (PC) or cmd +
 D (Mac). This will open a menu that shows all
 available fonts on your system, not just the ones that
 Word preferred.
- 2. Simply enter the name of the font your looking for e.g. "Albert" to highlight all fonts containing the word Albert in their name. Select the font you are looking for.
- 3. Press "OK" and the font with activated contextual alternates is available in your document.

Please note: Issues with fonts in Office can vary depending on your System as well as version of Office you are using. If you are still having troubles with getting your fonts to work with Microsoft Office I recommend reading the following resource:

https://support.office.com/en-us/article/Download-and-install-custom-fonts-to-use-with-Office-0ee09e74-edc1-480c-81c2-5cf9537c70ce

Additional information: Some text editing software prefer .ttf (TrueType) fonts files over .otf (PostScript) files. This is the reason why some fonts are "hidden" in the font menu. PostScript files on the other hand are preferred by designers and typographers, as they can offer some advantages in print. If your font is delivered in both ttf and otf, install the one that is appropriate for your purpose.



How do I activate the alternating letter feature?

The following steps will show you how to activate alternating letter capacity. You will need to do this for each new document, where you would like to have this effect. Fortunately, it is easy:

- 1. Select the font you like to use e.g. the Albert Einstein font and start typing. Select the text set in the Albert Einstein font.
- 2. Open the extended Font menu in Word. This can be
 accessed through the menu Format Fonts (first option)
 or simply by using this shortcut: ctrl + D (PC) or cmd +
 D (Mac). This will open a menu that shows all
 available fonts on your system, not just the ones that
 Word preferred.
- 3. Click on the Advanced tab (in German as seen on the left "Erweitert").
- 4. Tick against the box "Contextual Alternates" (in German "Kontextvarianten verwenden").
- 5. Press the button "Set as Default" (German "Standard") and click OK to "This document only".

Now the document will by default use the font and will use it with contextual alternates. If you don't do step 5 you will need to select all the text and format it to use contextual alternates.

Please note: This feature is not accessible in Office 2007 or earlier.

What to do if some letters appear cut off?

This is caused by the text rendering engine of the software you are using - on which I have very little influence. In most cases it simply helps to switch lines with the up down keys to force the software to correct the error.

It does not affect the printing or pdf view. Once your document is exported these "cut offs" will disappear.

Please note: In most cases this issue disappears by updating to the latest version of your editing software as well as updating the operating system.

How do I install a font on an iPad or iPhone?

The installation process is simple:

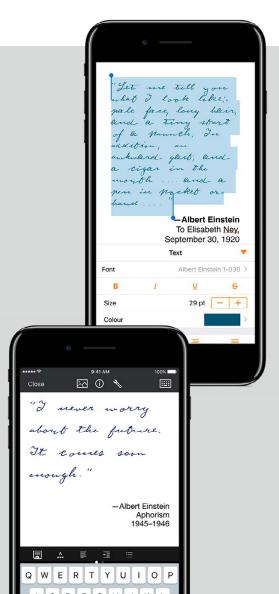
- Click on the link to download the iOS font file.
- Wait about 5 30 seconds until the font installer is completely downloaded.
- Then a screen will appear, and you can select "Install".
- Then simply enter your passcode (the code you use to unlock your phone.)
- Press "Install" again. Success!











How do I use a font on an iPad or iPhone?

Good question. A font is not an app, it is just a font installed on your device. After installation it is part of the phone and accessible to all apps. To use the font you need an app that supports selection of system fonts.

For example Apple Keynote or Pages (both of which are free on the AppStore if you have an iPhone 5s or later), work well. I also found a free app called Citrix QuickEdit that works perfectly with fonts.

These apps further allow you to save PDFs of your writing. So you can write a letter in Pages and directly email your text set in the font to a friend or colleague. Yes(!), then the pdf attached to the mail will appear set in the font.

Microsoft Word for iPad and iPhone also works very well with the font, but it does not support PDF export.

Links

- **→** Apple Pages
- **→** Apple Keynote
- **➤** Citrix QuickEdit
- ➤ Microsoft Word for iOS

Using Fonts on Android.

Unfortunately there is no standard way to install fonts on Android devices.

However in January 2018 I received this tip from backer Steph Parker on Kickstarter. He writes:

Anyone wanting to use the fonts in documents on Android they work fine with "Officesuite Pro + PDF" from MobiSystems.

- **▶** Link to Google Play.
- Simply download the PC / Mac version of the fonts.
- Extract the font files to the "External Fonts" folder. If you
 haven't changed it then it defaults to "Fonts" folder in
 internal storage (may be listed as "/storage/emulated/0/
 Fonts" depending on your file browser) but you can
 name the folder anything you want.
- · Open Office suite and go to "Settings".
- Make sure that the "External Fonts Folder" points to the folder where the font files are, and change it if it doesn't.
- When the "External Fonts Folder" is set, tap on "Scan for External Fonts" and the fonts will be installed.

If you had any files open you will need to close and re-open them to be able to use the new fonts. And the fonts will be available for use in your documents. The Albert Einstein and the Martin Luther fonts work as expected but the Sigmund Freud typeface lists as 6 different fonts but otherwise works as expected.

Note: If you have any additional information or workarounds for Android please let me know, I am happy to update this guide. Thanks.

How can I give feedback or report bugs?

You downloaded a font and found something that you feel could be improved, or maybe seemed odd—perhaps a digital glitch, or an error, or something that just didn't work.

I would like to know about it, but in order to process your tip correctly I need detailed information from you. For example, in which software did the error occur and what operating system you are using? To make it easier for you to get in touch with me and easier for me to process your valuable hint, I have set up this Bug Hunting form.

So if you found something that in your opinion could be improved, please let me know through this form:

→ https://forms.gle/8qD8LNsYPgEP4Pa7A

My question is not answered here, what can I do?

First, please consult the documentation that came with your font to see if your question is answered there. If not, simply use this contact form to submit your request:

► https://forms.gle/8qD8LNsYPgEP4Pa7A

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▶ https://haraldgeisler.com

Helpful Font Guide Version 2.0.3 This PDF document was last updated May 2019.

The concept to create a typeface of Albert Einstein's handwriting is based on the idea of Elizabeth Waterhouse and Harald Geisler.

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