



# Tech Info Library

## Fonts and Desk Accessories Installation (7/96)

Article Created: 1 December 1993

Article Reviewed/Updated: 01 July 1996

TOPIC -----

This article tells you how to install fonts and desk accessories (DAs) for versions of System 6 and System 7.

DISCUSSION -----

### System 7 Installation

-----

- 1) Close all open applications except the Finder.
- 2) When the System Folder is open, you must install fonts and desk accessories in their proper places within the System Folder. If you have a suitcase file of multiple fonts or DAs, and you don't want to install all of them, you must first double-click it to open the suitcase file. Select the fonts or DAs you want to install and install them as follows:
  - For versions of System 7 later than 7.1, drag the font files to the Fonts folder.
  - For versions of System 7 prior to 7.1, drag fonts onto the System file.
  - Drag desk accessories (DAs) to the Apple Menu Items folder.

When the System Folder is closed, you can drag font files onto the System Folder icon, and the system places the fonts in the proper location.

### System 7 Hints and Help

-----

- DAs no longer have to reside only under the Apple menu. Instead of the Apple menu, you can put them in folders or on the desktop.
- TrueType and fixed-size fonts (such as Helvetica 18) go in the System file for System 7 versions earlier than 7.1. They go in the Fonts folder for 7.1 and later versions.

- PostScript fonts go in the Extensions folder for System 7 versions earlier than 7.1. PostScript fonts go in the Fonts folder for 7.1 and later versions.
- For versions of System 7 earlier than 7.1, you may find your text prints incorrectly on a PostScript printer (like the LaserWriter NT or NTX). If this happens, put the PostScript fonts in the System Folder at the root level rather than in the Extensions folder within the System Folder.

## System 6 Installation

---

- 1) Copy the Font/DA Mover 4.1 application to your hard disk.

Note: If you have older versions of Font/DA Mover on your hard disk, drag them to the Trash. Using an older version can damage your System file!

- 2) Double-click the Font/DA Mover 4.1 application. The Font/DA Mover screen appears. The left scroll box shows the fonts currently installed in your System file. The title below the scroll box shows the location of the fonts: System on Macintosh HD.
- 3) Click the Open... button on the right. A standard file selection dialog box appears.
- 4) Find the font file (also called suitcase file) with the fonts you want to install, select it, and click the Open button (or press Return). You are taken back to the Font/DA Mover screen.
- 5) Select the fonts you want to install by dragging over the list on the right. (You also can hold down the Shift key and click each font.) The selected fonts are displayed in reverse type (white letters on a black background). Arrows appear on the Copy button to show the installation direction.
- 6) Click the Copy button to install the fonts.
- 7) Click the OK button.

To install desk accessories during the same session, click the Desk Accessory radio button. The left scroll box then shows the DAs currently installed in your System file. Follow steps 3-7, substituting DA(s) wherever you see font(s).

- 8) When you're finished, click the Quit button to go back to the Desktop (Finder). Restart your Macintosh if you're in MultiFinder.

## System 6 Hints and Help

---

- Hold down the Option key before launching Font/DA Mover to display DAs first rather than fonts.

- System 6 has a limit of 15 desk accessories and 52 fonts.
- You can get around the System 6 limits by using a third-party extender utility such as Suitcase II or MasterJuggler.

This article is one of many available through the Apple Fax center. For a complete list of available fax documents, search the Tech Info Library for Apple Fax Document Index or call the Apple Fax line at 1-800-505-0171 and select document number 20000 (Apple Fax - Document Index - Product Support Literature).

The Apple Fax center is available free of charge 24 hours a day, 7 days a week.

Article Change History:

- 01 Jul 1996 - Added Fax Doc Word
- 04 Aug 1994 - Removed binary file. Took QRG out of title. Verified against contents of the fax document.
- 21 Feb 1994 - Made text-only version available.

Support Information Services

Copyright 1993-96, Apple Computer, Inc.

Keywords: supt,kfax

=====

This information is from the Apple Technical Information Library.

19960701 12:44:03.00

Tech Info Library Article Number: 14043