



# Font Management in OS X for Graphic Artists

A note about this report...

This is one of the first how-to articles available on how to manage fonts for OS X dating back to the first version of OS X. It predates many product-oriented PDFs (including the Extensis PDF) and many of the commercially-available PDFs (which are more wordy, but contain the same basic info).

Last updated on 12/2009; © 2009 David Creamer

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## Types of fonts you may find

### TrueType

These fonts are available on both platforms but are not cross-platform. For example, the Mac version of Arial is not necessarily the same as the Windows version of Arial. TrueType font are available in three types: standard TrueType (both Mac and Windows formats), dFonts, and TrueType Collections.

[If you have old, pre-OS X fonts, they may be separate “printer” font files or combined with bitmap screen fonts inside of a suitcase. For best results, use only the separate printer fonts.]

Notes:

1] *If you have not installed any other programs, such as Adobe programs, you will only have dFonts, standard TrueType fonts, and TrueType Collections.*

2] *Some newer TT fonts may have extended character sets, so newer fonts may be completely different from older versions even if the font name is the same.*

3] *Contrary to an old belief, there is nothing wrong with using TrueType fonts in a layout destined for commercial printing.\* This may have been a problem over 15 years ago with some RIPs (Raster Image Processors), but hopefully the printer has upgraded since then!*

4] *Fonts with .TTF or .TTC extension are seen as Windows TT fonts, regardless of their platform.*

*\*There are bad TT fonts that can be downloaded from the internet, but there could be bad T1 and OT fonts just as easily. I'm referring to using quality TT fonts.*

### dFont

An OS X-only TrueType format. They come in a single file, which may include multiple styles. With 10.6, the trend has been back to more standard TrueType fonts or to TrueType Collections, but some dFonts are still included.

### TrueType Collections

This is a package of a typeface that combines various styles and weights together in one file, making for a smaller file size. While useable in older versions of the OS, these are new to most users with 10.6.

### Type 1 fonts (aka PostScript fonts)

These come in two major formats: Type 1 and Type 3. Most modern fonts, including Adobe fonts, are Type 1; some very old fonts or graphic fonts may be Type 3.

These fonts are limited to only 256 glyphs or characters, and fonts come in two parts: screen fonts and printer fonts; **both** are required. Screen fonts styles (plain, bold, italic, etc.) are usually combined into a single suitcase; for best results, do not use multiple sizes of the same style screen font (see *Utilities for Repair and Organization* later on). Printer fonts always come as a single file per style.

### Multiple Master fonts

Another variation of Type 1 fonts is **Multiple Master** fonts.

While they can work with OS X, it is best to switch to OpenType fonts.

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## OpenType

OpenType is the new format from Adobe and Microsoft, and are cross-platform between Windows and Macintosh computers. These fonts use a single file per style and do not use separate screen fonts or font-metric files. (This is my font format of choice.)

OpenType is a file format, not a font technology—so OT Fonts can be either modified PostScript fonts or modified TrueType fonts; as a rule, Adobe's versions are modified PostScript, Microsoft's are usually modified TrueType.

**Adobe OpenType Pro** fonts can contain advanced character sets (up to 65,536 glyphs)—however, older programs may only be able to use the first 256 glyphs (or may not be able to use them at all).

**Adobe OpenType Std** fonts are basically converted Type 1 fonts and have the standard 256 glyphs or slightly more.

Note: many other companies may offer extended character OT fonts, but the Pro and Std naming system is Adobe's.

## Where your fonts are located

System fonts may be located in a number of folders (listed in load order):

### **OS X locations**

#### ***User folder***

~user/Library/Fonts

These fonts are available only for the logged-in user.

#### ***All Users***

Library/Fonts

These fonts are available to all users.

#### ***Network folder (if available)***

Network/Library/Fonts

These fonts are available if sharing fonts from an OS X server.

#### ***System fonts***

System/Library/Fonts

These fonts are for overall operation of the system. User fonts should not be installed here.

### **Classic (OS 9)**

#### ***System Folder/Fonts***

These fonts are available to **ALL** OS X and OS 9 programs.

Note: Classic cannot run on Intel Macs.

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## Fonts from application installations

Many programs, mainly older **Adobe** and **Microsoft**, install fonts in a private Fonts folder.

### Adobe font locations in OS X

Creative Suites 1 and 2 (CS & CS2) applications install in the private Adobe folders in the Library folder. CS3 and up install directly in the Library/Fonts folder.

#### *Locations for private Adobe folders*

- 1] ~user/Library/Application Support/Adobe/Fonts (See the *Required Fonts* section)
- 2] Library/Application Support/Adobe/Fonts (See the *Required Fonts* section)

### Microsoft Office X and Office 2004

All versions of Office install fonts in the Library/Fonts folder (Office 2008 puts them in another Microsoft subfolder). The fonts located in the Applications/Microsoft Office/Office/Fonts/ folder. These fonts are not used, but installed during first run or repair of MS apps.

*Note: It is strongly recommended that you upgrade to MS Office 2008.*

## Required fonts

### OS X

You can remove *all* fonts\* from the Users' Library folders (usually empty).

You can remove *all* fonts\* main (root) Library folder.

\*You may not want to trash these fonts; store them into another folder in case you need them again.

Do **NOT** remove these fonts from the System's Library folder (see notes below):

#### Category 1:

- Geneva.dfont
- Keyboard.dfont
- LastResort.dfont
- LucidaGrande.dfont (.ttc extension in 10.6)
- Monaco.dfont
- Menlo.ttc (installed with 10.6)

#### Category 2:

- AquaKanaBold.otf
- AquaKanaRegular.otf
- AppleGothic.dfont

#### Category 3:

- Helvetica.dfont
- HelveticaNeue.dfont (.ttc extension in 10.6)

#### Category 4:

- HelveLT MM
- Helvetica LT MM
- TimesLT MM
- Times LT MM

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## *Notes by Category*

1] Keyboard and LastResort do not show up in Font menus.

2] It has not been officially determined if these fonts are required for smooth OS operation. I left the AquaKana fonts installed since they do not show up on the font menus. Although it is listed as a required font, I have always removed AppleGothic from my computer (10.3–10.6) without problems. You can either keep them installed or remove them at your own risk.

*Note: Some issues have been reported installing older versions of the Creative Suite (specifically, CS—aka CS1) and with older versions of Microsoft PowerPoint. I suggest using at least CS2 and MS Office 2008 with OSX.*

3] You need Helvetica and Helvetica Neue installed. While it is possible to switch the dFonts out for the Type 1 format, it was a hassle—with 10.6, it became a bigger issue since Helvetica Neue is now a TrueType Collection. When it comes to Type 1 and dFont/TTC font conflicts, my official stance is stop using Type 1 fonts—switch to OpenType for Helvetica fonts. (With that in mind, I am removing the instructions on how to swap out the fonts from this version—if you really want to swap them out, you can search the internet for instructions.)

4] These fonts are used by Preview and can be left alone—they do not show up in menus:

## OS 9/Classic

Do **NOT** remove these fonts from the System Folder:

Charcoal, Chicago, Geneva, Monaco

## Adobe

You can leave the fonts in their default location if you wish—or move them *if* you want to use them in other, non-Adobe programs and/or are using a font management program.

Be **SURE** to leave the **Reqd** (required) folder in place, or put the required fonts in a location that is always available (and activated), such as the root Library folder. For CS3 and higher programs, make sure any Myriad Pro fonts are installed.

## Methods of removal

You should close all running programs. If appropriate, make sure Classic is not running. Create a new folder on the Desktop and drag all the fonts into it (except for the fonts you should not or do not want to move).

You will **not** be able to add or remove fonts directly from the System/Library/Fonts or the Library/Fonts folders unless you are an *administrator*. Start off by dragging the fonts out of the folder to new folder on the desktop; this will make a copy of the fonts. Then simply select the System fonts again and drag the System fonts to the Trash (or type Command-Delete), and enter in your admin log-on and password when asked. **(Be sure to leave the critical required fonts in the folder.)**

Note: if you remove the critical fonts required for startup, you will either need to re-install the OS from the CD—or start up your Mac in FireWire target mode, hook it up to another Mac, and copy the font over to the proper location.

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Clear font caches after removal.

## Re-installing fonts and installing new fonts

### Determine what fonts you want to install

If you do not need any CJK (Chinese, Japanese, or Korean) or CY (Cyrillic) fonts, remove them to another folder or trash them. *Note: If using Tiger, you should delete any CJK fonts you are not using; Tiger may have a Finder bug viewing folders labeled with CJK fonts if they are still on your hard drive; of course, if desired, you could always back them up to a CD before deleting.*

Generally, you do **NOT** want duplicates of any fonts you have PostScript or OpenType versions of, especially the Helvetica, Times, Zapf Dingbats, and Symbol dFonts.

You can replace any of the other OS X dfonts with identical PostScript fonts—but I would suggest installing OpenType versions, which have slightly different names.

If you do web design, you should keep some basic Microsoft fonts available or loaded. These include Arial, Arial Narrow, Times New Roman, Verdana, Arial Black, Webdings 1/2/3, Webdings—and possibly Tahoma, Trebuchet, Courier New, Impact, Georgia, and Comic Sans. You can use the Mac versions or install the Windows TTF/OTF versions.

### Utilities for organization and repair

At this point, **make sure** you run your fonts through a program such as Font Doctor to check them for dupes, corruption, and unnecessary screen fonts—and to assist with organizing them. With all such utilities, be sure you have the latest version.

Note: Major font managers also have font checking built in.

Although it is easier to use a font utility program to find dupes, you can do it manually.

The biggest problem usually will come from having older versions of Microsoft Office-installed TrueType fonts. When dealing with a conflict, I would use the following to determine what font to keep:

1. My first choice would always be to use OpenType fonts (.otf extension)
2. Then would come any TrueType fonts that already have an extension (.ttf, .ttc, or .dfont—although dFonts would be my last choice of this category)
3. Finally would be any older TT fonts without an extension (most likely, these would have come from older versions of Office or even Explorer.

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## Installing fonts without a font-management program

For single users, put the fonts in the user's Library/Fonts folder. That way, in case of corruption, the fonts will not cause a problem for other users\*.

**Pre-press users** can use a variation of this method for loading client fonts. Simply put an alias of the user's Library/Fonts folder on the desktop or add the Fonts folder to the Sidebar area. Add the client's fonts when needed (Option-drag to copy the folder rather than moving it) and delete them from the Library folder when finished. These can be in a sub-folder for ease of organization. If using an OS earlier than 10.4, keep the fonts only one level deep. Keep the various client sub-folders in another folder added to the Sidebar area and you can switch fonts very quickly.

Fonts installed in the Classic Fonts folder are available to all Classic programs and OS X programs. Corrupt fonts here may cause problems with older versions of OS X.

\*Even if you are the only person using your computer, you may want to create another administrative user for troubleshooting purposes. You can give the user the same password for ease of administration.

## Font Book

OS X 10.3 and higher includes a basic form of font management in the Font Book program. If you are not using extremely large quantities of fonts, this program is easy to use and may be all you need. Also, OS X Leopard's and Snow Leopard's Font Book has been improved to check for corrupt fonts, to auto-activate fonts, and to handle larger collections of fonts. Also, you may only want the fonts for a single user, rather than all users, for troubleshooting purposes. Font Book can also manage Classic fonts. For more information on using Font Book, open the program and review the Help file. If using a third-party font manager, you may need to disable some Font Book preferences and then never open it.

## With a font management program

See list of font management programs at the end of this document.

Always use the **latest version** (this may mean paying for an upgrade or simply downloading the latest updater) of the font management or utility software. Install only your organized and repaired fonts into the software (see section on organizing your fonts later on).

Don't set too many fonts for auto-load—activate them manually or let them *auto-activate* if possible. It is a good idea to set your auto-activated fonts to *deactivate* upon restart.

Many font-management programs can deal with the Leopard Helvetica issue without resorting to removing the dfont Helvetica fonts. If you use this option, be sure to set the Type 1 Helvetica fonts to permanent activation.

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## Font tips

### ***You can use Windows TrueType and OpenType fonts***

If you install Windows TT fonts, be sure to remove the fonts with the Mac fonts with the same name. Font Doctor can convert Windows TT fonts to Macintosh format too.

For large batch conversions, TransType Pro is recommended.

### ***You can use Windows PostScript fonts in Adobe programs***

If you install Windows PostScript fonts into the Adobe **application** folder, you will have access to these fonts. Be sure to install both the printer font and the font metric (.pfm or .afm) file for each font weight/style.

### ***You can convert dFonts for Classic usage***

The dFontier utility, TransType Pro, Font Doctor, and Smasher can convert dFonts to standard TrueType fonts (TransType Pro can convert dFonts to OpenType too).

Make sure you work on a copy of your fonts before conversion.

### ***How to edit suitcases***

You can no longer open and edit suitcases like you could in OS 9.

This is mostly a problem for PostScript fonts, but these fonts are still fairly common.

Here are your options (in order of preference):

1. Use Smasher to edit the suitcase,
2. Use *Font Doctor* to edit the suitcase,
3. Boot into OS 9 and edit,
4. Download the old Font/DA Manager and use under Classic (no Intel Macs).

Note: *FontAgent* creates a single screen font per suitcase, effectively eliminating the problem.

### ***Older programs and font management***

Some older OS X programs and OS 9/Classic programs may not like having fonts activated by a font management utility *after* the program as started, so you may have to quit and restart the program.

### ***Font-editing programs***

Recommended programs are FontLab or TypeTool. Macromedia's Fontographer program is not recommended, however, FontLab now owns it and has upgraded it—but I would not use it unless you have a specific need for it (such as converting Type 3 fonts to Type 1).

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## *Clearing font caches*

Many programs and the OS use font caches to make working with fonts faster—unfortunately, these caches can get corrupt periodically causing font display problems. To fix the problem, the caches need to be deleted (cleared); the caches will be automatically rebuilt as needed. There are a number of utilities that can clear caches. A couple of free ones are FontNuke or OnyX; Smasher is a commercial option; and many font-management programs can clear caches. Be sure to always use the latest version.

## *System caches*

I suggest using a utility, but if you want to do it manually, Trash these files/folder:

```
/System/Library/Caches/com.apple.ATS.System.fcache  
/System/Library/Caches/com.apple.ATSServer.FODB_System (or _System.FODB)  
/System/Library/Caches/fontTablesAnnex  
/Library/Caches/com.apple.ATS/  
~/Library/Preferences/com.apple.ATS.plist
```

## *Adobe programs*

Every now and then, your Adobe programs may get stuck during start-up or simply quit. Quit or force quit the program, search for any files named “adobefnt” and delete the files that end in “.lst” (not “.db”), then restart the program.

## *QuarkXPress*

QuarkXPress may need the OS X font caches cleared out. In addition, you may need to clear out the JAWS folder, especially if you are having trouble creating PDFs. In QXP 6.x, the Jaws folder in the application/QuarkXPress folder; in QXP 7 and 8, it is in the ~user/Library/Preferences/Quark folder/QuarkXpress 7/8.

## *Microsoft*

The Office Font Cache is located in the ~users/Library/Preferences/Microsoft folder (in Office 2008, it is an another /Office 2008 folder).

## **OS X font load order**

Although the load order is not important if you remove the OS X fonts as I suggest and then use a font-management utility, here is the load order in case duplicate fonts are installed:

1. Application Font Folder (e.g. InDesign, Illustrator, Microsoft, etc.)
2. Library/Application Support folder (e.g. Adobe)
3. ~user/Library/Fonts folder
4. Root Library/Fonts folder
5. Network/Library/Fonts folder (if used)
6. System/Library/Fonts folder
7. The Classic System Folder/Fonts folder (if used)

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## Commercial font-management programs

There are many font managers out there and choosing which one to use almost comes down to personal choice as each program has its advantages and disadvantages. Rather than filling up excessive pages as to my opinion of which one is better than the other, I suggest you download and install a trial version to test it. Be careful when asking others for their opinion as to which manager is best if they have not tested multiple managers. (Be sure to keep a clean set of your master fonts backed up to CD/DVD for ease of replacement—see Font Management Step-by-Step sectiond.) While it is possible to have multiple font managers on the same computer at one time, only one should be actively running. Unless you are very software savvy, I suggest you uninstall the prior version before testing a new one. (For the record, I use FontAgent Pro, but I have not tested Font Juggler, Font Explorer X, and Fontcase—once I found a product that works for me, I did not see the need to continue testing every manager out there.)

### Insider Software FontAgent Pro\*

Comments: Macintosh, Windows, and server.

[www.insidersoftware.com](http://www.insidersoftware.com)

### Extensis Suitcase Fusion\*

Comments: Macintosh, Windows, and server. Includes Font Doctor.

[www.extensis.com](http://www.extensis.com)

### LinoType Font Explorer X Pro

Comments: Macintosh and server. No Windows version.

[www.fontexplorerx.com](http://www.fontexplorerx.com)

### Alsoft Font Juggler Pro

Comments: Macintosh only; no server. (No trial version available)

[www.alsoft.com](http://www.alsoft.com)

### BohemianCoding Fontcase

Comments: Macintosh only. No server.

[www.bohemiancoding.com](http://www.bohemiancoding.com)

\*I have used, tested, and reviewed multiple versions of these programs for Layers Magazine.

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## Standalone font repair programs

Note: this feature is built into most font managers.

### Smasher

[www.insidersoftware.com](http://www.insidersoftware.com)

### Font Doctor

[www.fontdoctor.com](http://www.fontdoctor.com)

## Font conversion and creation programs

### TransType Pro, FontLab, TypeTool, and Fontographer

[www.fontlab.com](http://www.fontlab.com)

## Font management step-by-step

### *Step 1*

Gather all application fonts into one master folder.

Use subfolders to separate by kind (company, format, foundry, style, etc.).

Remove ALL other fonts from computer's system folder.

Remove all system fonts **except** the fonts required to run the computer.

**Note:** Back up these fonts onto CD/DVD just as they are and archive them.

### *Step 2*

Run program such as **Font Doctor** to organize and optimize fonts.

Process individual each subfolder separately and sort A-Z.

Check for any problem fonts .

Resolve problem font issues by getting clean copies from original CD.

Missing printer fonts—replace printer fonts or delete screen fonts.

Missing screen fonts—replace screen fonts or delete printer fonts.

Corrupt fonts—replace entire font from CD or delete font.

Note: Commercial font managers can perform this step too. You will need to find the font library and continue.

### *Step 3*

Burn Master Library folder to CD.

Burn one copy on CD-R, date and archive.

Burn working copy on CD-RW.

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### Step 4

Copy Master Library CD to server.

**Note:** Make sure you have the proper font licenses before copying to server or multiple computers. For example, for purchased fonts, Adobe typically allows fonts to be installed on 5 computers. If you need more than that, you have to buy additional licenses. Note that this does not apply to the fonts supplied with programs; these fonts are typically only for the computer the software is installed on. Check your font license for the actual requirements.

### Step 5

On other computers:

Remove all old fonts from the computer's system folder as in Step 1.

Copy Master Fonts from master CD or server to hard drive.

### Step 6

Choose a method of font management you want to use. Your choices are:

1. None—load the fonts directly into the computer on an as needed basis.  
This can be done easily in the Adobe Fonts folder or User/Library/Fonts;  
Tip: If you regularly move fonts in and out, make an alias of the fonts folder on the desktop or add it to the Sidebar pane.
2. You can use Font Book to activate/deactivate fonts as needed.  
If you have a very large font library, you should consider a commercial font utility.
3. Commercial font management utility, such as:  
Font Agent, Suitcase, Font Reserve, Font Explorer, or Master Juggler  
If fonts are critical to your business, consider using a font server.

### Step 7

For Commercial utilities only:

Load the individual subfolders into the utility, either as separate sets or libraries, depending on the utility used.

Make sure these folder sets to DEACTIVATE upon startup

Create new set or library called "AlwaysOn"

Set this folder to Leave As Is, Active on Load, or similar setting

Copy any fonts that are always required to this set

Just add critical fonts to this set; don't get carried away.

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### *Font management procedure for adding fonts*

One person should be designated as the *Font Master*.

No one else should install fonts on the server or on their computer (this is just the policy—although it can be prevented using standard font managers unless a font server is used).

New fonts required by clients should be submitted to this person, so the fonts can be run through FontAgent and/or Font Doctor for inspection

Do one of the following:

A) If using either the Font Agent, Suitcase, or FontExplorer server, the new fonts should be loaded onto server; the users should be set to auto-sync with the server.

B) If not using an actual font server, copy the fonts into a "new fonts" folder on the server. Send an email out with instructions to users on how to copy font from the server into their font library folder located on their computer. Users should then load the font into their font manager utility by dragging the new font folder into the proper category folder under the sets or library panel. Of course, this should only be done with the proper licensing.

Periodically (depending on how often new fonts are installed), a new CD-R should be burned and archived, and the working CD-RW updated.

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## Reviews from Layers Magazine

*FontAgent Pro 4*  
*Insider Software*  
*www.InsiderSoftware.com*  
*\$99.95 Standard Ed./\$129.95 Workgroup Ed.*  
*Rating: 4.5 stars*  
*By David Creamer*

*Pros: The best all-in-one font manager*  
*Cons: No server or Windows version (yet)*

*It's been a while since I reviewed FontAgent (over four years ago), and the program just keeps getting better and better. When OS X came out, like many people, I switched from ATM Deluxe to Extensis Suitcase—but still processed my fonts by running FontAgent under Classic mode. A while ago, I switched my font manager to FontAgent Pro and have not looked back.*

*FontAgent Pro (FAP) allows the user to create multiple libraries when using the same fonts from different clients, however users can easily enable access to multiple libraries at once. In addition to libraries, one can create sets, which can be project specific. For example, I might have a library for "Client A", but have multiple sets for each of Client A's projects. Of course, FAP still checks fonts for missing parts, excessive screen fonts, and corrupt fonts—then it organizes them in alpha folders. Auto-activation works in CS2 programs without any plug-ins (even in Photoshop!) It's nice not to introduce any plug-in related conflicts from one's font manager—also, the main FAP program does not have to be running for activation to work. Other unique features are a WYSIWYG font display, a Font Player for comparing fonts, a Font Compare for all-at-once comparisons (which can be printed).*

*Another useful feature is the Workgroup Edition, which allows users to share fonts among other networked users. Even though it is peer-to-peer sharing, any shared, activated fonts remain activated by other users if the "server" goes down.*

*I wish there was a true enterprise server-based version to compete with the likes of Font Reserve Server and Suitcase Server, but the Workgroup sharing will work well for many users. Also, I wish they a Windows version, a platform in need of a font manager with FAP's features. (Both of these are due this year.)*

*In any case, FontAgent Pro is the best all-in-one available for the Mac.*

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*FontAgent Pro Server 3*

*Insider Software*

*www.InsiderSoftware.com*

*\$1695 plus per computer software*

*Rating: 4.5 stars*

*By David Creamer*

*Pros: Very easy to use font server*

*Cons: Server is Mac only; No Windows administration*

*FontAgent Pro (FAP) Server is one of the easiest font servers I've had to set up and run—perhaps the easiest I've used. A Mac is required to run the server, but the system does not have to be dedicated to the server and it is very flexible with the hardware requirements (G4, G5, or Intel) with 10.4 or higher OS.*

*Much of the actual server setup involves setting up users and permissions. For companies with a large number of users, the server can conveniently import users and groups from LDAP. The user permissions are very straight forward: Administer Server (full admin for everything), Administer Group (full admin within one's group), Upload Fonts into Library, Edit Libraries (to create and edit libraries); Create and Edit Sets (subsets of libraries); and to Edit License Info (edit how many licenses are available for a given font). As indicated, the users can also be broken down into groups, but the interesting thing is that font libraries can be assigned to certain groups. For example, Editors might only need one set of fonts, while designers might require access to all of them.*

*There is some additional setup in the System Preference Pane installed, including the server license info, synchronization schedule, and software updates. Additional licenses or seats can be added at any time. An important setting there is the Replicator server setup, which allows admin changes on the master server to be copied to other FAP Servers running at other company locations. (The Replicator option requires purchase of a separate module.)*

*The remainder of the work is done by users in the FontAgent Pro software, so naturally, every user needing to access the server is required to have the software installed. However, the FAP is required to have special add-ons to let it talk with the server. If one needs to purchase FAP new, the cost is \$129.95 (versus \$99.95 for the non-server version)—or if FAP is already owned, there is a upgrade of \$30 for the plug-ins. Assuming the users have the proper permission, they can upload their font libraries directly to the server after they connect to it. Since the FAP Server is logically tied to the normal FontAgent Pro software, one gets all the benefits of that software, such as built in font inspection, smart sets, and smart classification of fonts. Of course, FAP auto-activates in most of the critical Adobe software, so the correct font is always available.*

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*FontAgent Pro Server is a synchronization-type server, so if the server is out, users still have full access to their libraries. Therefore the only major network activity is when the individual users are sync'ing with the server—and that is very fast, even over a wireless network. Of course, network speed is dependent on many factors, so speeds may vary.*

*There were only a couple of drawbacks with FAP Server: It only runs only on Mac, and while Windows users still sync with the font server, a Mac is required to administer it. So Windows-only companies might be put off, but this server might be worth sneaking a Mac into the fold.*

*If the server product seems a little overkill for small Mac-based agencies or companies, you might want to check out the FontAgent Pro Workgroup Edition. This is a special version of the regular FAP that can share fonts to other FAP users without a server.*

## IDEAS Training: OS X Font Management

*Extensis Suitcase Fusion 2*

*(Version 13.0.2)*

*www.Extensis.com*

*\$99.95 (\$49.98 upgrade)*

*Macintosh only (10.5.x or higher)*

*Rating: 4.5 stars*

*Pros: Runs in background, Font Sense, Font Doctor*

*Cons: No auto-activation plug-ins for Photoshop*

*Suitcase Fusion 2, while an upgrade to Suitcase Fusion (1), is a total rewrite optimized for OSX 10.5 or higher. Generally, I get nervous when a program is "rewritten from the ground up"—but the code is based on Extensis' Universal Type Server client software, so it's had a little time to work out any serious bugs.*

*Suitcase Fusion 2 (SF2) allows multiple libraries to organize ones fonts into major categories—for example, I sorted mine by font type (OpenType, Type 1, TrueType, etc.) Within each library, one can create sets—by project, client, etc., and one can have nested sets too—by client and then nested client projects. A nice addition is the Smart Sets feature, that creates dynamic sets based on a set of criteria. As new fonts met the saved criteria, they are added to the Smart Set's list.*

*Taking a cue from Font Agent Pro, Suitcase core can now run in the background, so the actual program does not have to be active anymore. This is a nice addition for auto-activation; however, many users will most likely want to keep the SF2 program running in order to activate fonts via the standard Suitcase interface.*

*Plug-ins are automatically installed for InDesign CS3 & CS4, Illustrator CS3 & CS4, and QuarkXPress 7 & 8; the plug-ins use the Font Sense technology to make sure the same version of the font used in the document is activated. For example, if you have the TrueType, Type 1, and dFont versions of Helvetica, it will activate the correct one—plus, it can distinguish between different versions of Helvetica Type 1 screen fonts installed across multiple libraries. In addition to the plug-ins, there is a global-activation option—this activates fonts when documents are opened, but does not use the Font Sense technology.*

*SF2 automatically scans for corrupt fonts and will prevent duplicates (when fonts are added to the centralized Font Vault). However, if you really want to check your fonts, Suitcase still includes Font Doctor—a great program for inspecting collections beforehand.*

*Of course, what good is a font management program if one can't collect the fonts for output. SF2 provides three methods: drag-and-drop sets to the desktop, collect for output select fonts from SF2, and collect for output from the programs with plug-ins.*

*A few new features include a Floating Preview pane that allows one to set a sample of type and move pane (with a transparent background) on top of another program, such as InDesign, without having to activate the font. This is a very handy feature that eliminates the need to activate a number of fonts just to see what they will look like. If a font is chosen, the font can be activated directly from the Floating Preview. Finally, a*

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*glyph viewer is available to inspect the various glyphs in the fonts—useful considering the number of glyphs available in Unicode fonts.*

*All-in-all, Suitcase Fusion 2 is a good, stable program. It easily handled all the fonts I threw at it (over 13,000) and worked like a charm. My only complaints are minor: Photoshop files do not auto-activate fonts when opening unless Photoshop is added to the Global Activation list, and that while it supports Windows TrueType and OpenType fonts, it does not support Windows Type 1 fonts for use with Adobe programs.*

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*Extensis Universal Type Server 2.1*

<http://www.extensis.com>

*Macintosh (including 10.6) and Windows (including 7)*

*UTS 2 Pro: \$1809 plus \$163 per client*

*UTS 2 Lite: \$1395 includes 10 clients*

*Hot: Free upgrade from UTS 1, Nice new features for large companies*

*Not: PDF manuals are not bookmarked*

*Rating: 5 stars*

*A year ago this past June, Extensis released version 1 of the Universal Type Server (UTS)—and now we have version 2 hot on its heels with some nice new features are going to be of special interest to larger companies with many users. While both the Pro and Lite versions have had general speed enhancements and any obligatory bug fixes, most of the major new features affect the Pro version.*

*The biggest new feature is the Directory Services Integration Module, which allows the continual one-way synchronization from Microsoft's Active Directory or Apple's Open Directory. This is more convenient than simply importing the information since new users and changes are updated automatically. The good news is this module was originally included free for just a limited time, but is now a permanent part of version 2.1. Another major new feature is the ability to use an external SQL database to manage the font, workgroup, and user data rather than using the built-in UTS database. The main advantage is would be an increase of speed and response time by off-loading some of the work from UTS. However, this module is an option and costs \$4235, so this would be mainly of interest to companies with a large user base. Version 2.0 originally only supported Microsoft SQL Server, but new with version 2.1 is added support for the popular MySQL—which is cross-platform.*

*Installation of the server and the client software was very easy. Once the server install is completed the default web browser opens to the web-based admin interface. Since the administration is browser based, it can occur from any system. Just like the first version, Workgroups, Roles, and Users are set up in the admin window. Users can be assigned to multiple workgroups with different roles (permissions) per group, such as the ability to add fonts to the server in one workgroup but not another. Users can have their own personal workgroup to add fonts without them being available to all users, plus these workgroups can be stored on the server so they are available at any computer the user logs into or on a single computer. If the user attempts to bypass UTS by adding problem fonts directly into the computer's font folder(s), an administrator can turn on Enforce System Font Policy, which limits what fonts can be added and will remove unapproved fonts automatically.*

*The client interface looks very similar to Suitcase, so it should be very comfortable to users switching from Suitcase to UTS. The client software can be installed on as many computers as one wishes—the server will automatically limit the users to the number the license allows. That way, a company does not have to over purchase client licenses, but can maintain a number of floating licenses for occasional use.*

*Font compliance is easy to set up, albeit a tedious process. Once set up, it will limit the number of users that can active a font based on the font license restrictions, plus one*

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*can generate reports of usage, which can be exported to a tab-delimited file. An admin user can see exactly who is adding fonts to the workgroups and remove them if necessary.*

*Other enhancements include, to name but a few, better font corruption checks and repair; speedier auto activation for Adobe InDesign and Illustrator CS2/3/4, plus QuarkXPress 7 and 8; and cross-platform backup of the server database. In my tests, everything worked as expected without glitches.*

*The cost of the product listed above is for new purchasers—the good news is that owners of UTS version 1 Pro get a free upgrade since they received a 1 year service agreement with their purchase. (Version 1 shipped on 6/18/09 and 2 shipped on 6/17/09.) If necessary, upgrades to Pro are \$1061 and Lite users can upgrade to UTS 2 Lite for \$698. Extensis should be commended for releasing this version within the one-year service agreement time—they could have easily delayed a week and charged upgrade fees from every users.*