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Eyal Goldshmid: Access artsy fonts from Windows

May 1, 2007

Q: I love to work with artistic fonts, but after installing two new programs, I can't always access the new fonts when working in MS Word or MS Publisher (I have the same problem with some clip art packages). My system is Windows XP Home Edition.

Two of the programs are by Broderbund, and the box indicates they are "compatible" with my graphics program(s). I install them as directed, which I think results in a file being established specifically for an individual font program. I seem to remember this is what I've always done, and been able to access from Word or Publisher in the past ... but recent installations have not been "transparent" in the same way. I've tried moving the font icon into Publisher, because I think I've been able to do this successfully in the past as well, but recently, no luck. What do I do?

Advertisement Karen James, Fort Pierce

A: It sounds like you have not installed the fonts properly on your PC. Fonts in Windows computers are stored collectively in the following folder:
C: \WINDOWS\Fonts. This means the fonts themselves are stored in Windows, not in applications like Word or Publisher, which merely incorporate fonts into their platforms.

What I would do in this case is first look for the font files on the CDs you purchased, and copy and paste the fonts you want to use into the aforementioned folder.

The easiest way to do this is to put one of the disks in your CD drive, click Start, then My Computer, and select the CD-ROM drive from the list available.

Navigate to the folder on the CD containing the fonts, copy them (highlight and Copy them — click Edit, then Copy), and then click Start, Control Panel, Fonts, and Paste (click Edit, then Paste) into that folder. That will properly install the fonts into Windows and make them available for use in programs like Word or Publisher.

If the files copy into the folder but still do not appear in your programs, then the problem could be the fonts in question are not useable in MS Word or Publisher (which means they may be Mac-only). If that's the case, call Broderbund (or whomever made the disk) and inquire further.

Eyal Goldshmid's column appears every Wednesday. E-mail Eyal at egoldshmid@yahoo.com. Please include your full name and the city where you live.

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