

## **Printing Instructions Read Me!**

### **Introducing Apple Garamond**

Apple Garamond is Apple's corporate typeface. By consistently using the same typeface in our external communications, we have built up a recognizable style that helps our customers quickly identify our messages and our products. Now, using Apple's corporate typeface is easier than ever.

Apple has obtained a worldwide site license for the Apple Garamond typeface from Bitstream, a major digital type foundry. The license allows Apple employees to copy and use the typeface for their work at Apple.

On this disc you will find a folder labeled Apple Garamond. It includes three other folders: TrueType Fonts, Screen Fonts, and PostScript Fonts. Each folder contains a complete set of the fonts that make up the Apple Garamond typeface family. The family includes three weights: light, book, and bold. Each weight has both a roman (plain) and an italic version. The light weight is the regular, or text, weight. The book and bold weights provide two levels of emphasis.

### **How to Install Your New Fonts Using System Software 7.0:**

If you already have a version of Garamond, you should probably discard it to avoid confusion. (However, some people may need to keep an old version for revising publications that use it. Apple Garamond has unique font ID numbers and should not conflict with any existing fonts—that is, both Apple Garamond and other versions of Garamond will show up in font menus at the same time.)

If you are using System 7, installing Apple Garamond will be easy. Open the TrueType Fonts folder, select all the suitcase files, and drag them into your System Folder. That's all. The TrueType fonts will print well on both PostScript and non-PostScript printers. They will also display smooth type on your Macintosh screen.

If you use small type frequently or write a lot of text in Apple Garamond, you may also want to add screen fonts to your system. (Screen fonts are designed to work at specific sizes and will make reading easier.) To install screen fonts under System 7, open the Screen Fonts folder, select the suitcase file, and drag it into your System Folder.

You can remove TrueType fonts and screen fonts from your system as easily as you added them. Open your System Folder, double-click on your System file to open it, and drag the fonts into the Trash.

If you want to use the PostScript fonts, open your System Folder, open the PostScript Fonts folder, select the font files, and drag them into your System Folder. PostScript fonts should be on the same level as your System file—not in the System file and not in the Extensions folder.

To use Adobe Type Manager (ATM) with Apple Garamond, you need to install the 10-point and 12-point screen fonts in your System file. The Apple Garamond PostScript fonts must also be in the System Folder.

ATM will work with TrueType, which is built into System 7. However, if ATM is installed under System 7 and both TrueType and PostScript versions of Apple Garamond are present, the TrueType version will be used for screen and printer imaging.

If you use Aldus PageMaker 4.01 (or an earlier version), you should note that to print the TrueType version of Apple Garamond with PageMaker, you must use the Apple printer driver—not the Aldus printer driver. To use the Apple driver, hold down the Option and Shift keys and select Print from the File menu.

If you are using a version of system software that is earlier than System 7, you will need to use the Font/DA Mover to install the screen fonts in your System file. You will also need to drag the PostScript fonts into your System Folder.

#### **How to Install Your New Fonts Using System Software 6.0.X:**

To install Apple Garamond Screen fonts, double click the file named Apple Garamond screen fonts and copy the screen fonts into the system on the startup drive.

Then copy the Apple Garamond printer fonts into the system folder on the startup drive. The printer fonts should float freely within the system folder.

If you are running under MultiFinder, restart your computer.