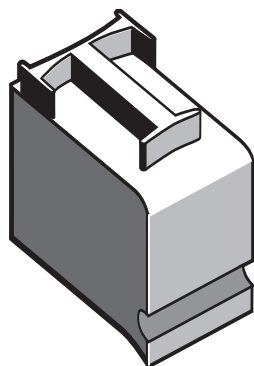


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# Welcome to FontCatalog



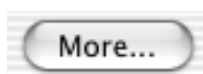
FontCatalog is a font viewer/manager developed for the graphics professional. FontCatalog allows you to view all your activated fonts, neatly grouped by category and style. FontCatalog also lets you activate and deactivate fonts for local or system-wide use.

## Why do you need FontCatalog?

FontCatalog makes it easy to find a particular font based on its design. By having the fonts classified in 5 major groups, the graphics professional can limit the scope of search to one subgroup.

If, for instance, you are looking for a certain script font, it speeds up your search if you don't have to look at unrelated fonts.

FontCatalog is also a great aide for typographic design. Type a word or short sentence and see it simultaneously in numerous different typefaces. Now it's easy to evaluate font alternatives and pick the "right look" for your project!



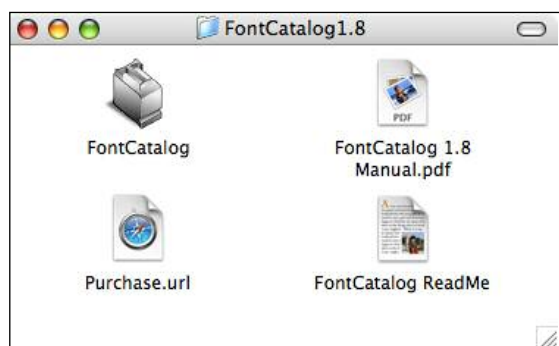
FontCatalog's powerful More button searches your hard drive for more fonts of the category/style of interest — and activates them automatically!

# System requirements

FontCatalog for Macintosh requires at least:

- PowerPC® or Intel Core Duo processor
- Mac OS X 10.2 or higher
- 32 MB of RAM (with virtual memory on) (64 MB recommended)
- 10 MB of available hard-disk space
- HFS formatted hard drive

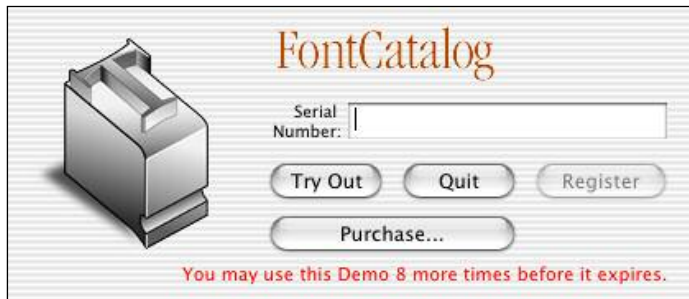
# Installation



Copy the FontCatalog folder to the Applications Folder on your computer's hard drive. That's it!

The FontCatalog folder contains four items: the FontCatalog application, this User Manual, the ReadMe file and a Purchase URL.

## Starting FontCatalog



Double-click the FontCatalog application to start the program.

While FontCatalog reads the activated fonts on your system, a window prompts you for the serial number. Type in your serial number to unlock the Full version.

If you don't have a serial number yet, FontCatalog

allows you to evaluate the program for 10 consecutive times. The Demo version is fully functional.

You can purchase a serial number on the internet at:

<http://www.fontcatalog.com>

The FontCatalog version 1.8.1 license is US\$29.95.

Being a registered user qualifies you to receive free updates and special discounts for future upgrades.

# FontCatalog's main window

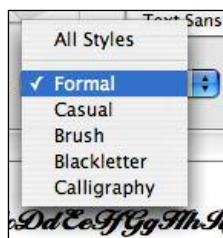
The screenshot shows the FontCatalog application window with the following annotated elements:

- Type a word or phrase for viewing:** Points to the "New sample text:" input field at the top.
- Category tabs:** Points to the tabs: "Text Sans Serif", "Text Serif", "Display", "Script", "Art & Pi", and "Classify Me!".
- Style popup menu:** Points to the "Style: Formal" dropdown menu and the "More..." button.
- Search for more fonts:** Points to the search bar area.
- Change sorting order:** Points to the "Samples - sorted by Width" label.
- Sample window. Click to select a typeface to re-classify or to copy. Selected sample will also display the font technology (truetype or postscript) and the full path to it's location on disk.** Points to the font entry "Riva LET Plain:1.0 TrueType - External:tt:R:Riva:92153\_...TTF".
- Contextual menu (page 6):** Points to the menu that appears over the selected font, containing: "Close Font", "Copy Sample", "Reclassify Font", and "Reveal In Finder".
- Total fonts in current category and style:** Points to the font entry "AT Liberty".
- Font size slider from 12 pt to 120 pt in 1 pt-increments:** Points to the "Size:" slider at the bottom.
- Total activated fonts:** Points to the "Total number of installed fonts: 685" label.
- Font status icons:** A legend at the bottom left shows:
  - Startup Fonts
  - User-activated fonts
  - Possibly damaged font
- Editable size field:** Points to the "24 Pt" value in the size slider.

# How to use FontCatalog

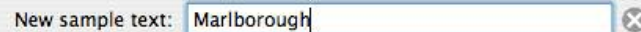



FontCatalog is easy to use. To view your fonts, click on the tab of the desired category. Initially, each category shows all the styles for the category.

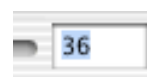


To narrow down the sample list, select any of the styles in the popup menu.

To change the sample text, type



inside the New sample text editfield. To reset the sample text to the initial alphabet, either choose Default sample from the Edit menu, press -D (command-D) or click the Remove symbol on the right.

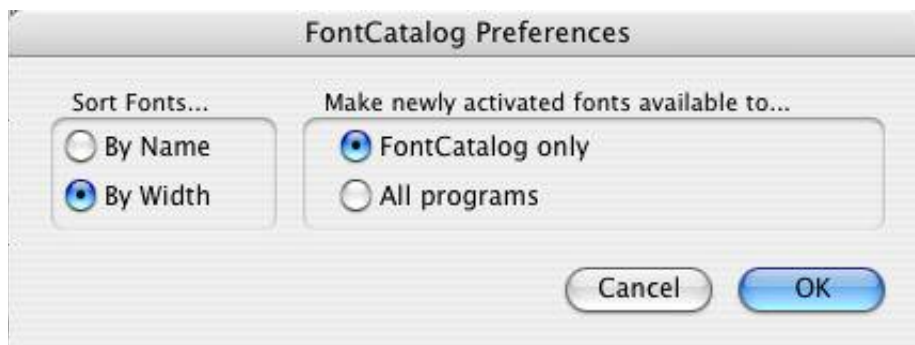


To change the size of the sample text, move the Size slider, or click on the number to edit the exact size. (Each point is approximately 1/72 inch)

# Preferences

You can set the display order of the typefaces to alphabetic (by name) or to typographical weight/space (by width).

You can make newly activated fonts available either to FontCatalog only or to all other programs in your system.



Changing the setting will re-order your typefaces immediately.

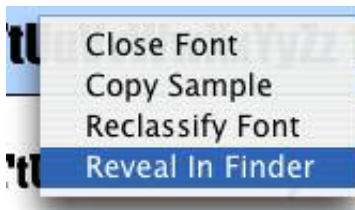
It will not change the availability of the already active fonts. However, subsequent activations will.

# Font information in FontCatalog

As a graphics professional you'll appreciate the extra information that FontCatalog gives you.

By selecting a font sample you can read if the typeface is PostScript, TrueType or OpenType technology.

Also, the sample will reveal its location on the disk.



*Contextual menu*

Option-clicking a sample (or right-clicking with 2-button mouse) gives you a contextual menu of four choices:

- Close the selected font family in one step;
- Copy a PICT image of the sample text to the Clipboard;
- Reclassify the font. The font will be moved to the Classify Me! tab;
- Reveal in Finder: Opens the folder where the font is located; A great feature for quickly collecting a font for output.

# Font classification

Fonts are classified by their typeface, a distinctive letter design. While there are thousands of fonts, with more being developed and designed each day, most fall into well-defined categories. These categories are industry classifications that help in distinguishing typefaces.

*FontCatalog uses a simplified set of categories:*

*See examples on page 20*

**TEXT SANS SERIF:** Fonts designed to be used in long running text blocks like in magazines, brochures and books. These fonts are clean and simple, easy to read and devoid of adornments. FontCatalog recognizes three styles: Grotesk, Geometric and Humanist.

**Grotesk** is straight and has little contrast. Examples are *Arial* and *Helvetica*.

**Geometric** font examples are *Avant Garde* and *Century Gothic*.

**Humanist** fonts have some more contrast (thick and thin stems) and can have slightly curved lines. Examples are *Optima* and *Gill Sans*.

*See examples on page 20*

**TEXT SERIF:** Fonts designed to be used in long running text blocks, such as newspapers, magazines and books. The design is classic, very legible and easy on the eye. The “serifs” are the extensions at the ends of the letters.

FontCatalog defines five distinct styles.

*(continues on page 9)*

**Oldstyle** typefaces typically have a low contrast and a diagonal stress. Its serifs have a rounded join to the stem of the letter. Examples are *Garamond*, *Palatino* and *Goudy*.

**Transitional** typeface designs fall between the Oldstyle and the Modern design groups. Examples are: *Times*, *Baskerville* and *Caslon*.

**Modern** typeface have a very high contrast; thick stems connected by thin hairlines. Serifs are horizontal and have straight connections. Examples are *Bodoni*, *Didot* and *Walbaum*.

**Slab Serif**, also known as Egyptian, characteristically have square, unbracketed serifs and have a low contrast (same width horizontals and verticals). Examples are: *Rockwell*, *Courier* and *Clarendon*.

**Variant** typefaces are usually those whose features are some combination of the aforementioned styles. Examples are: *Serif Gothic* and *Benguiat*.

**Glyphic** typefaces have characteristic triangular serifs or flared end caps. Examples are: *Friz Quadrata*, *Amerigo* and *Barcelona*.

See examples on page 21

**DISPLAY:** Fonts designed for use at bigger sizes, typically for headlines and titles. Designs are usually creative and have a distinct personality.

FontCatalog distinguishes eleven styles in this category:

**Classic, Contemporary, Decorative, Fantasy, Western, Condensed, Cybernetic, Distorted, Outline, Square and Ultra Heavy.**

(cont. page 10)

*See examples on page 23*

**SCRIPT:** Fonts whose designs are derived from handwriting or calligraphy. Suitable for titles on book jackets and for product labels.

FontCatalog uses five styles in this category:

**Formal, Casual, Brush, Blackletter and Calligraphic.** Formal Script is usually based on elegant and flourished hand-lettering. Casual Script is typically like handwriting. Brush Script looks like it was created using a brush. Blackletter Script has a medieval character. Calligraphic styles are like drawn with inked dipped pens.

*See examples on page 24*

**ART/PI:** Non-Roman fonts, pictures and symbols are classified under this category.

FontCatalog distinguishes five styles in this group:

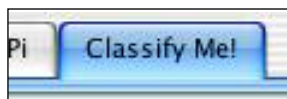
**Dingbat, Symbol, Ornament, Picture and Language.**

Dingbats fonts usually have stars, arrows and geometrical shapes. Symbols are typefaces of shapes with specific meaning. Ornaments are borders and florals. Pictures are drawings, usually of a certain theme. The Language style is used by FontCatalog to display non-Roman text fonts like Hebrew, Arabic and Asian characters.

## How to classify a font family

FontCatalog has a growing database where font names are classified by category and style. However, it is possible that some of your fonts are not yet in the database. You can classify them with FontCatalog and thus add them to FontCatalog's database.

### To classify:

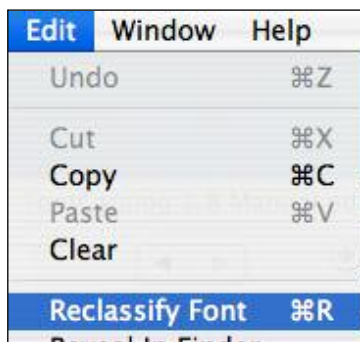


Select the "Classify Me!" tab to display the fonts that are not yet in the database. Select a font by clicking on its sample. The "Classify as:" bevel buttons become activated.



Select the bevel button that best describes the category of the chosen font. A confirmation window will appear. Click OK to proceed. All variations of the selected font will disappear from the "Classify Me!" window and will be moved to the chosen category. Repeat for all the unclassified fonts.

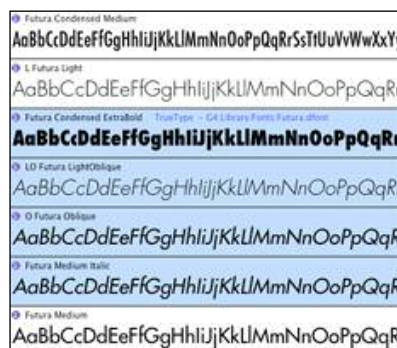
## To re-classify:



Select a font in any category sample window and then select the "Edit" menu. Choose "Reclassify font...". A confirmation window will appear. Click OK to proceed. This font, and its font family members, will move to the Classify Me! tab.

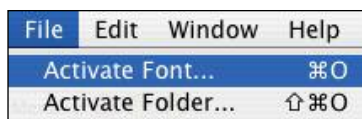
From time to time newly updated databases will become available to registered users as free updates. You will be notified of new editions that can be downloaded and merged with your current database.

**TIP:** You can select a contiguous range of font samples by SHIFT-clicking the last sample in the range. Then apply the classify or reclassify menu command. All selected font families will be classified under the category and style of your choice.



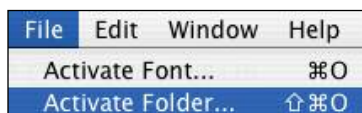
# Activating fonts

FontCatalog is a full fledged font manager and has three methods to activate new fonts.



A - Select **Activate font...** from the File menu to search and choose a particular font family from an internal or external drive.

## OR...



B - Select **Activate Folder...** from the File menu. FontCatalog will activate all fonts that it can find in the chosen folder and sub-folders. Add as many fonts as your System memory will allow.

## OR...



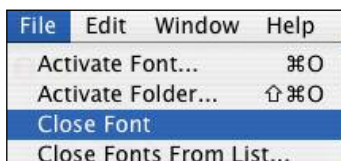
C - Drag and Drop a suitcase or a folder containing fonts on top of the sample window. (Registered copies of FontCatalog only).

TIP: Activation will make fonts available locally (to FontCatalog only) or System-wide, depending on your setting in Preferences (*page 6*).

*FontCatalog handles several font formats.*

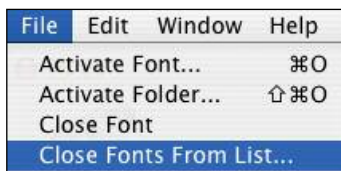
# Deactivating fonts

FontCatalog has two methods to deactivate fonts.



A - One at a time: Select a typeface by clicking on its sample text in the sample window. In the File menu, select "Close Font". All the style variations of that font will be closed.

## OR...



B - From a list: Choose "Close Fonts From List..." in the File menu. A new window, the Deactivator Window, will appear with a list of all the active font families.

Uncheck each font family that you wish to deactivate. Then click OK.

*A one-step checkbox to close all user-activated fonts.*

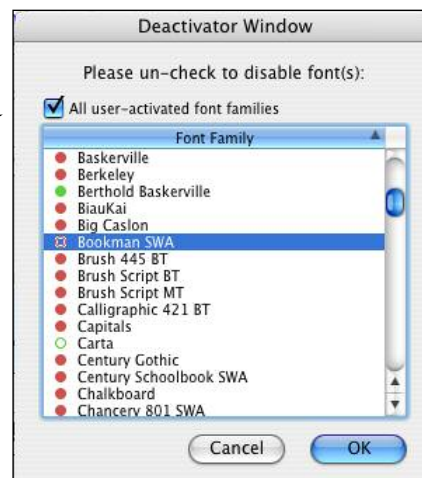
*Or click on the font family name to deactivate.*

● Startup fonts are marked with a red bullet.

● User-activated fonts have a green bullet.

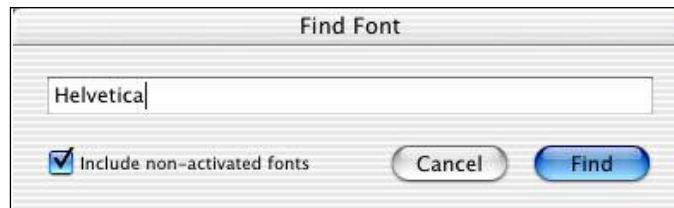
○ Hollow bullets mark fonts for deactivation.

*Deactivation occurs after clicking the OK button.*



## Find a font

If you know the name of a font but don't know what it looks like or under what category it may be classified, you can let FontCatalog search for it. Select Find... in the Edit menu. (Or press Command-F). Type the name in the search field and click Find. FontCatalog also accepts partial names.

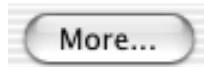


If FontCatalog finds a match among the activated fonts, it will switch to the appropriate tab and highlight the first occurrence of the requested font.

### Find a non-activated font

When you check the Include non-activated fonts option, FontCatalog will also search the known fonts (*see: More... page 16*) and activate a match.

## More...



More... is a unique and powerful feature. Press the More... button and FontCatalog starts to search through your Mac's hard drive to activate all the fonts that belong to the current category and style.

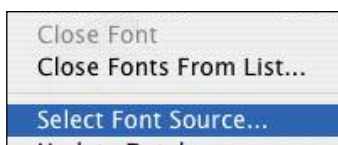
### **Font Assets (or "Known fonts")**

The first time that you click the More... button, FontCatalog asks you to select the folder or disk where you keep most of your fonts. It then reads all the fonts and builds an internal list of their location. The listing also includes the category and style code. We refer to this internal list as "Font Assets".

**TIP:** To add more folders to FontCatalog's internal list press and hold the **Option** key while clicking the More... button. This forces FontCatalog to ask you to select a font folder.

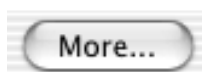
*This unique feature makes it possible to work with fonts while having only a limited number of fonts activated. You only activate the fonts that you really need!*

## Font Assets

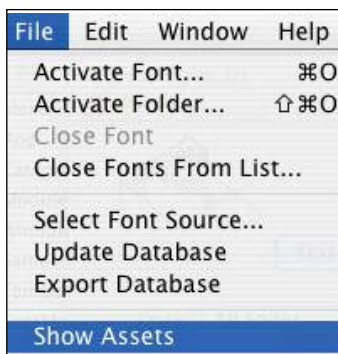


FontCatalog keeps a record of the location of your fonts. You can tell FontCatalog where your fonts are located by: — Choosing “Select Font Source...” from the File menu.

### OR...

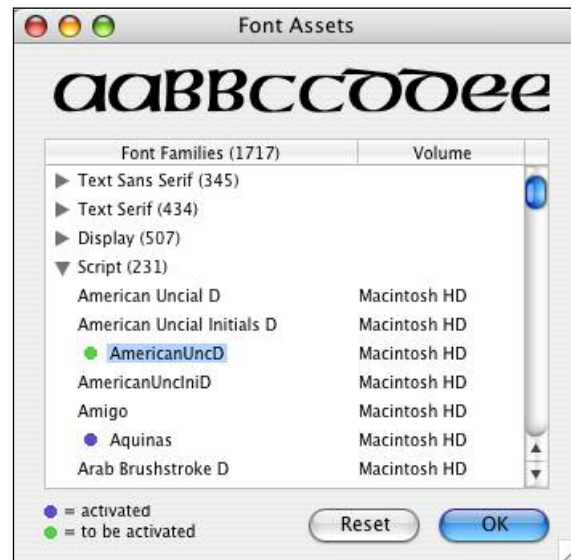


— Option-clicking the “More...” button.



To list all your known fonts, choose “Show Assets” from the File menu. The Font Assets window shows them in alphabetical order. Fonts are grouped by category.

You can see a sample of any *non-active* font by clicking on its name. If you wish to activate it, just double-click its name. A green bullet will appear. The font(s) will automatically be activated after you click OK.



## Updating your database

From time to time new and expanded FontCatalog databases (named FCFontDB) will be made available. These databases are compilations of font family names and their respective category and style code. As new font families are created and published by font vendors, they are added to the growing list. The creators of FontCatalog work closely with font designers and vendors to achieve an expert level of font classification.

After you download an updated FCDatabase file, start FontCatalog and select Update database... from the File menu. Locate and select the FCDatabase file. FontCatalog then automatically compares the new database with the update file and adds the new definitions.

Updates to FCFontDB databases are only available to licensed users.

# How to determine a font's category

Font classification is a subjective exercise. Font designers are not bound to any rules (and would gladly break them if they were!) and often cross certain boundaries of generally accepted conventions. Some typefaces may have a combination of features from different categories.

Sometimes it is easier to find the “proper” category by a process of elimination. Here are some tips on how to assign a typeface to a category.

## **Text fonts**

When you inspect a typeface design, ask yourself if this font would be appropriate as a text font, i.e. would it be easy and comfortable to read in a book, newspaper or magazine at say, 12 points?

If the answer is Yes then see if this font has a “family”. Usually text fonts are designed in different weights and styles, like Regular, Bold, Italic, Extra Bold, etc. If so, this definitely is a text font. Then see if it has serifs, those little extensions at the ends. If so, this is a **Text Serif**, like Times or New York. If not, then this is a **Text Sans Serif**, like Arial or Helvetica.

See next page for some examples.

## Sans Serif Text fonts

Sans serif means “without serifs” – no adornments. These typefaces are clear cut and straight. We distinguish three styles:

|            |                  |  |
|------------|------------------|--|
| Helvetica  | <b>Grotesk</b>   | Very legible, low contrast, it is often used in signage. |
| AvantGarde | <b>Geometric</b> | Highly stylized and mechanical in form.                  |
| Optima     | <b>Humanist</b>  | No adornments, but with some contrast and soft curves.   |

## Serif Text fonts

|           |                     |   |
|-----------|---------------------|---|
| Garamond  | <b>Oldstyle</b>     | Designed during the Renaissance (1500 A.D.) Wood type.          |
| Times     | <b>Transitional</b> | A blend between Oldstyle and Modern.                            |
| Bodoni    | <b>Modern</b>       | High contrast, straight serifs, metal type.                     |
| Rockwell  | <b>Slab serif</b>   | Straight serifs, low contrast.                                  |
| Benguiat  | <b>Variant</b>      | Can have features of several styles in one.                     |
| Barcelona | <b>Glyphic</b>      | The serifs are triangular in shape, or flaring of the end caps. |

## Display fonts

This is a grey area. Display fonts can be anything! A rule of thumb is that a display font is designed to be used in titles or headings and usually is fruit of some form of creative expression.

We can distinguish eleven general styles:

|  |                            |  |
|--|----------------------------|--|
| <hr/> <p><b>Cooper Black</b><br/>COPPERPLATE<br/>Mona Lisa</p> | <p><b>Classic</b></p>      | <p>A certain elegant look, somewhat quaint and often similar in design to the Text Serif category of typefaces. Examples: Cooper Black, Copperplate and Brittanic.</p> |
| <hr/> <p>ENGRAVERS<br/><b>Britannic</b><br/>ANNA</p>           | <p><b>Contemporary</b></p> | <p>Contemporary look, usually rigid and highly stylized. Similar to Text Sans Serif. Good examples are: Impact, Bolt, Anna.</p>  |
| <hr/> <p>Remedy<br/>Harrington<br/>ROSEWOOD</p>                | <p><b>Decorative</b></p>   | <p>These are fonts that almost seem to have been designed as adornments. Examples: Remedy, Viva, Rosewood.</p>   |
| <hr/> <p>OUCH!<br/>MOJO<br/>BERMUDA</p>                        | <p><b>Fantasy</b></p>      | <p>A catch-all style for anything that cannot be classified under other categories. Examples: Ouch, Mojo, Bermuda LP Squiggle.</p>                                     |

## Display fonts (continued)

**Zapata**  
**Playbill**

**Western**

Typefaces that evoke the Wild West or perhaps, the travelling Circus.

Examples are Zapata, Playbill and Zirkus.

**Bodega Sans**  
**Onyx**  
**Gloucester**

**Condensed**

In this group we find typefaces whose most distinguishing feature is its thin and long design. They may be sans serifs or serifs.

**Amelia**  
**LCD**  
**DotMatrix**

**Cybernetic**

These are fonts that we see on digital clocks, computer printouts or are designed to give a futuristic impression.

**Dirty**  
**Casablanca**  
**AdLib**

**Distorted**

Designed to look broken, smudged and uneven. These fonts are non-conformist and graffiti-like.

**UMBRA**  
**DESDEMONA**  
**Viva**

**Outline**

Here we find outline and inline styles, shadowed and beveled typefaces. A common feature is a thin line.

## Display fonts (continued)

---

**BazoukSsi**  
**BANK**  
**GOTHIC**

---

**Square**

These typefaces are designed to have a square, mechanical look. Characteristically, the “O” is designed as a box shape. Examples are Bank Gothic, Bazouk.

---

**Impact**  
**Bolt**  
**Braggadocio**

---

**Ultra Heavy**

In this group we find typefaces whose most distinguishing feature is its heavy set design. They may be sans serifs or serifs.

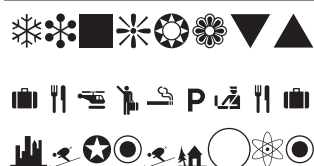
## Script fonts

Script fonts are easy to recognize. They can be classified into four distinct subgroups or styles:

|  |                    |   |
|--|--------------------|---|
| <p><i>Poppl Residenz</i><br/><i>Edwardian</i><br/><i>Snell Roundhand</i></p> | <b>Formal</b>      | Derived from calligraphy, these fonts are often used to express elegance or royalty. Examples are: Poppl Residenz, Zapf Chancery and Snell Roundhand.                                 |
| <p><b>Reporter</b><br/>Tekton</p>  | <b>Casual</b>      | These fonts look like handwriting. They're fun, irreverent, sometimes childlike. Examples: Reporter, Tekton, Comic Sans.  |
| <p><i>Brush Script</i><br/><i>Mistral</i></p>                                | <b>Brush</b>       | Fonts that look like they were created with a soft artist's brush. Some examples are: BrushScript, Mistral, Balloon.  |
| <p><b>Agincourt</b><br/><b>IRONWOOD</b></p>                                  | <b>Blackletter</b> | This subgroup represents fonts that have a medieval character. Often seen in the name of newspapers, it expresses a grave and respectable personality. Examples: Agincourt, Ironwood. |
| <p><i>Zapfino</i><br/><i>Chancery</i><br/><b>OMNIA</b></p>                   | <b>Calligraphy</b> | A typeface with less ornaments compared to Blackletter but clearly designed as if drawn with a chiseled ink pen. Examples are Chancery, Omnia (an Uncial type style) and Zapfino.     |

## Art & Pi fonts

This category is used to classify non-roman fonts. Pictures, artistic ornaments and ideographs are represented here. There is no correlation between the characters on the keyboard and the glyphs of these fonts.



### Dingbats

Bullets, flowers, pointing hands and such that are used to distinguish certain information inside a larger body of text.



### Symbol

Specialty symbols used in science and professions. Also in this subgroup: musical notations and chess figures.



### Ornament

These are specialized fonts developed to create borders and adornments typographically. Also in this subgroup: Initials.



### Picture

Miniature drawings or doodle-like pictures.



### Language

Non-western type and ideographs.

# Credits

Documentation written and illustrated by Leonardo Borsten,  
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Fonts that were used to produce this manual are:

- Garamond Book Condensed
- Minion
- Myriad
- Bundsbahn Pi
- Zapf Dingbats

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