INERA
INC

eXtyles®

User Documentation

FONT AUDIT

Last updated January 2015

DOCUMENT AUDIT: FONT AUDIT

The first step in using eXtyles on a document is Document Audit, the first item on the eXtyles menu/ribbon, which contains the Font Audit menu item. Select Font Audit to perform the Document Audit.

A dialog box will appear listing all the fonts that have been used in your document:
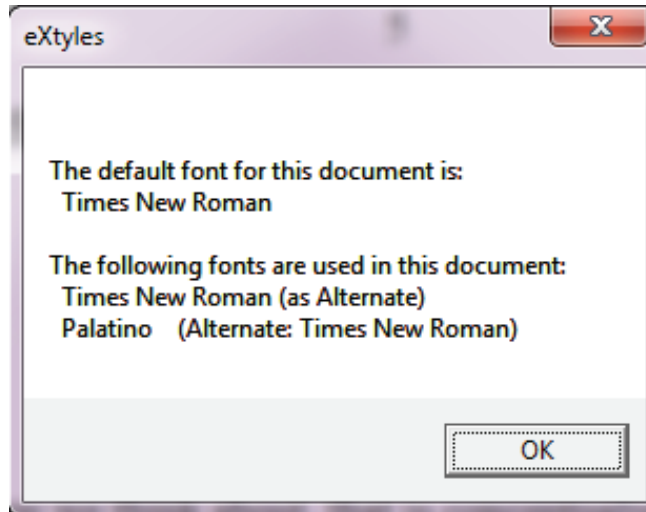
*The Font Audit dialog box lists fonts used ihe document.*

When the Font Audit dialog box appears, review the list of fonts. Fonts fall into one of the following categories:

- Windows fonts that are supported by eXtyles

- Special character fonts that are supported by eXtyles

- Macintosh fonts that are fully supported by eXtyles

- Special character fonts that are not supported by eXtyles

Follow any instructions that appear in the dialog box. For most documents, reviewing the list is all that is necessary, as most common fonts (e.g., Times, Arial, Courier, Symbol) are fully supported. In general, any font with a standard character layout is fully supported. Font Audit detects when an author may have used a special character font that is not supported by eXtyles.

A list of common supported fonts appears at the end of this document. The list also includes a list of unsupported fonts of which Inera is aware. However, this list is not all-inclusive, due to the large number of fonts in existence. If you encounter any font name that is not listed, please contact your eXtyles site administrator for further instructions.

Font Audit must be run on each document prior to activation with eXtyles. If you run Font Audit after Document Activation, the results may not be accurate, and you will see the following warning dialog box:
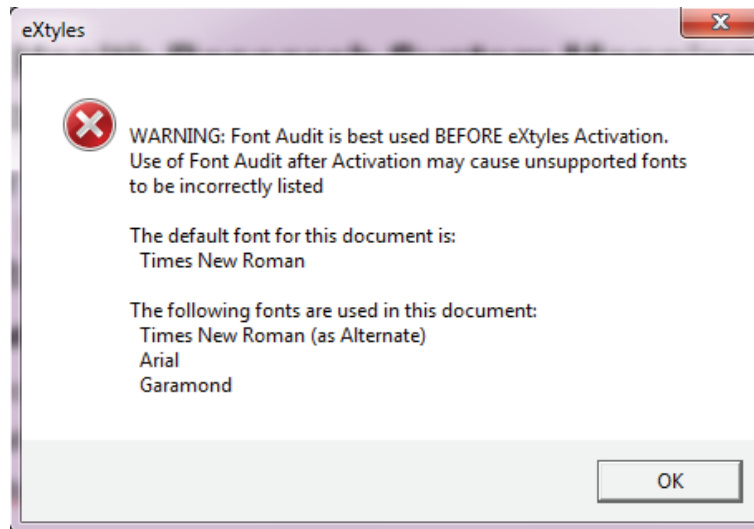
It is recommended that you run Font Audit before Activation.

SUPPORTED AND UNSUPPORTED FONTS

The following table lists fonts that are explicitly supported by eXtyles. Note that when fonts have bold or italic variants, those faces are also supported.

Supported Fonts			
Normal Windows Fonts	**Special Character Fonts**		**Macintosh Fonts**
- Arial Greek, Baltic, CE (Central Europe), Cyr (Cyrillic), Tur (Turkish), Arabic, Hebrew - Courier - Courier Greek, Baltic, CE (Central Europe), Cyr (Cyrillic), Tur (Turkish) - Courier New - Courier New Greek, Baltic, CE (Central Europe), Cyr (Cyrillic), Tur (Turkish), Arabic, Hebrew - Garamond - Gulim - Lucida, Lucida Sans, Lucida San Unicode - MS Mincho (may appear in Word files from Asian authors) - Palatino - PMingLiU (may appear in Word files from Asian authors) - SimSun - Tahoma - Times - Times New Roman - Times New Roman Greek, Baltic, CE (Central Europe), Cyr (Cyrillic), Tur (Turkish), Arabic, Hebrew - Tms Nw Rmn	- Adobe Mathematical Pi 1 through 6 - Arial Special G1 - Arial Special G2 - Euclid - Euclid Extra - Euclid Fraktur - Euclid Math One - Euclid Math Two - Euclid Symbol - FEBTechnical - Map Symbol - Marlett - Math Ext - Monotype Sorts - MT Extra - Multinational Ext - Symbol - Times New Roman Special G1 - Times New Roman Special G2 - Webdings - Wingdings - Wingdings2 - Wingdings3 - Zapf Dingbats	- WP BoxDrawing - WP Greek Century - WP Greek Courier - WP Greek Helve - WP IconicSymbolsA - WP IconicSymbolsB - WP MathA - WP MathB - WP MultinationalA Roman - WP MultinationalA Courier - WP MultinationalA Helve - WP MultinationalB Roman - WP MultinationalB Courier - WP MultinationalB Helve - WP TypographicSymbols - SILDoulos IPA93* - SILDoulosIPA* - SILManuscript IPA93* - SILManuscriptIPA* - SILSophia IPA93* - SILSophia IPA93* - SILSophiaIPA*	- Chicago - Geneva - Helvetica - Monaco - New York - Times - Symbol

*The SIL phonetic fonts are supported only if you have licensed the eXtyles Phonetic Fonts Pack.

The following table lists fonts that are not yet supported by eXtyles. This table is not all-inclusive — it is merely a table of those special character fonts of which we are aware, but we have not built tables to support them.

Unsupported Fonts		
Math Fonts	**Phonetic Fonts**	**Other Special Character Fonts**
• UniversalMath1 BT • UniversalMath I	• IPAKiel • IPARoman • IPAPhon • Phonetics • TechPhonetic • Times PhoneticAlternate • Times PhoneticIPA • WP Phonetic	• Bookshelf Symbol • Dingbats • WP Arabic • WP Hebrew • WP Japanese

"???" Fonts:

In some cases, you will see "????" or numeric characters as the name of a font. This usually happens when an author has used MS Mincho or PmingLiU. You should be alert for special character problems in this situation, but usually none are reported.