

# fonts guide.

This guide offers the essentials on the issues that can occur with choosing fonts for print. Learn why they should always be flattened or embedded and how to get around the problems that can occur.

# What Happens When Fonts Aren't Present

Typically, documents are created using the fonts present on that computer at the time. When the same document is opened on another computer, without access to the original fonts, it may not display properly.

## **How to Avoid Problems**

You can get around font issues by making your selected type part of the original document. Embed your text, flatten it or convert it to curves.

## Save as Image

One easy way to accomplish this is by choosing to "save as image" when you're done creating you document. By saving it as an image file, like a jpeg or a png, the fonts become part of the image and won't change when the document is opened on another computer.

### **Convert to Curves**

Converting to curves is another option for maintaining your chosen type and layout. It's great for when you've used custom fonts on any project, but keep in mind that it can be difficult to edit later. This is because it turns fonts into shapes, instead of recognizing them as letters.

# **Embed Your Font**

Embedding can also ensure fonts will be displayed as you intended. This is because it packages the fonts into the document to ensure they'll show up correctly on other computers. Embedding is dependent on font licensing; it's available on many computers and usually happens when creating PDFs.



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