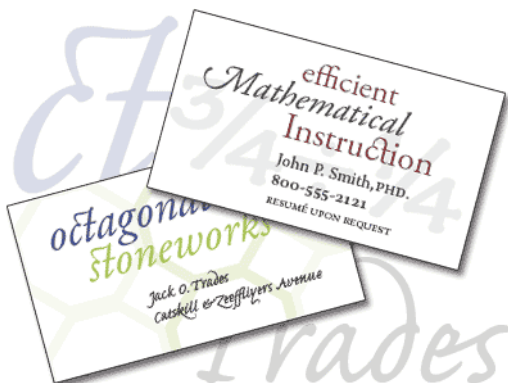


Adobe InDesign 2.0

# Add pizzazz to your text with OpenType fonts

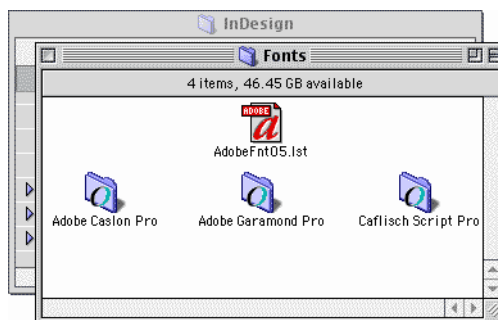
Jazz up any document with the latest in font technology—OpenType fonts. These fonts are smart: they apply high-end typography features just where you want them. They're also flexible: the same font files work with either Mac OS or Windows operating systems. In this tip, we show you how to access all that OpenType fonts have to offer when you work in Adobe® InDesign® 2.0.



## 1. Install an OpenType font.

Drag the OpenType font file into the Fonts folder within your InDesign 2.0 folder to make the font available to InDesign. To make the font available to other applications, install it using a version of Adobe Type Manager that supports OpenType fonts (version 4.1 later for Windows; version 4.6 or later for Mac OS). Mac OS X, Windows XP, and Windows 2000 have built-in support for OpenType fonts; in Windows, install them using the Fonts control panel.

InDesign comes with several high-quality OpenType fonts, including Adobe Garamond Pro, Adobe Caslon Pro, and Caslisch Script Pro. All the information required for Adobe OpenType fonts is contained in a single file with an “.otf” suffix. The same font file can be installed in Windows and Mac OS.



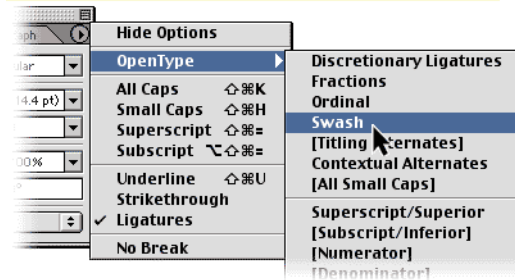
## 2. Apply swashes.

Choose an OpenType font in the Character palette, and then choose OpenType > Swash from the palette menu. A check mark appears before Swash the next time you open the menu. If the OpenType font includes swash information, regular and contextual swashes will appear as you type in the font. To apply swashes to existing text, select it with the type tool, apply an OpenType font, and enable swashes. Typically, swashes are most obvious in capital letters and flourishes at the end of a word.

Square brackets around a feature indicate that it is not available for the current font.

efficient  
*Mathematical*

efficient  
*Mathematical*



### 3. Apply discretionary ligatures.

With an OpenType font chosen, Choose OpenType > Discretionary Ligatures from the Character palette menu. When this option is enabled, InDesign applies any ornate or historical ligatures that are included in the font's design, but that are off by default. The ligatures appear as you type in the font, or to apply them to existing text, select it with the type tool and enable discretionary ligatures.

Ligatures are stylistic pairs of characters that replace the usual characters. Whether you're using regular ligatures or discretionary ligatures in OpenType fonts, you can edit and spell-check the text as easily as you could without them.

Instruction

Instru<sup>ct</sup>ion

### 4. Format fractions and ordinals automatically.

Choose OpenType > Fractions or OpenType > Ordinal to enable one of these features. When Fractions is enabled, InDesign automatically replaces sets of numbers such as "1 1/2" with superscripted fractions in the OpenType font. When Ordinal is enabled, InDesign superscripts the "st" or "th" that follows a number; it also superscripts ordinal numbers in Spanish.

201/2

20<sup>1</sup>/<sub>2</sub>

### 5. Select capitalization options.

Choose Titling Alternates or All Small Caps to enable OpenType capitalization features. These features enable special characters within the font to give you the optimal look. OpenType features are also activated if you choose All Caps or Small Caps from the main Character palette menu.

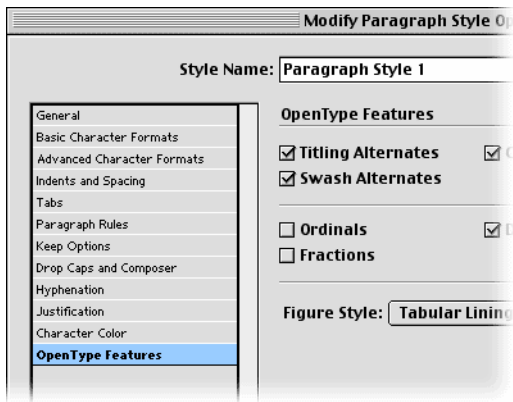
John P. Smith, PHD.

John P. Smith, PH<sup>D</sup>.

## 6. Save OpenType font attributes in a style.

Specify the OpenType attributes in a paragraph style if you want to use the same attributes every time you use that style: in headings, for example. You can also specify OpenType attributes in character styles.

Double-click a paragraph style name in the Paragraph Styles palette to edit it. In the Basic Character Formats panel, choose an OpenType font. Then, in the OpenType Features panel, select the attributes you want to activate.



## 7. Print a document using OpenType fonts.

Print or export a document that includes OpenType fonts just as you would any other document. You can also open it without font substitution on another computer that has InDesign 2.0 and the same OpenType font—even if the computer's on a different platform.