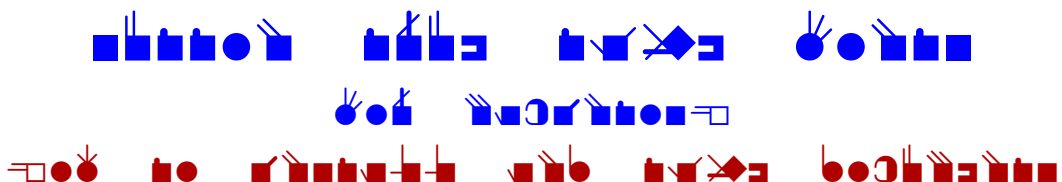# Sutton True Type Fonts
For Macintosh
How To Install and Type Documents
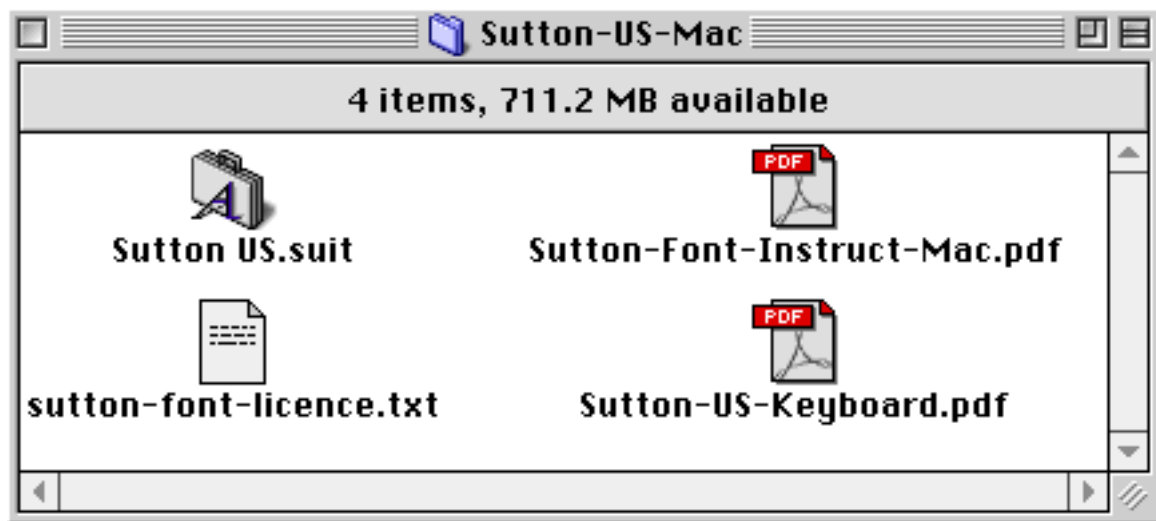
Sutton True Type Fonts
How To Install in Windows
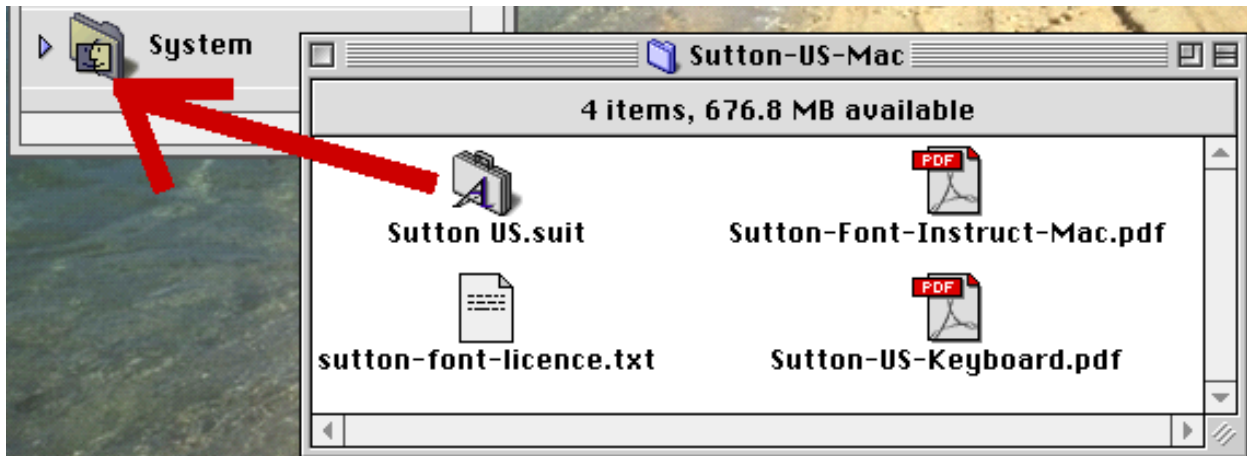
1. Download the Sutton Font on the web:
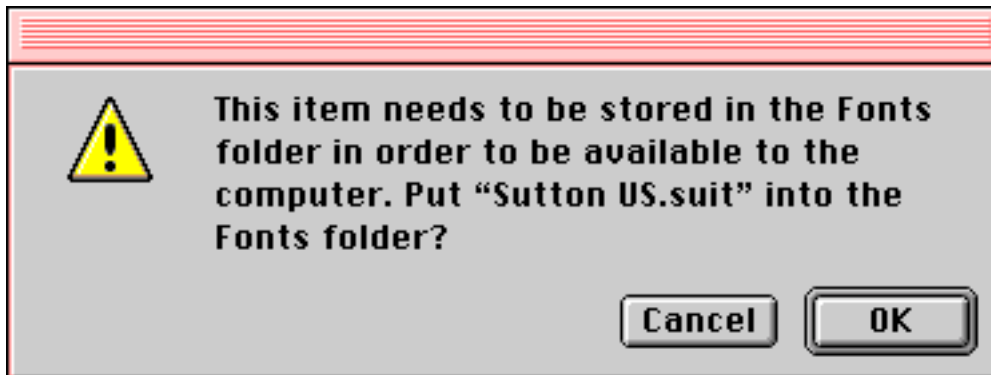http://www.SignWriting.org/catalog/sw214.html

2. Once downloaded, you will need to "de-compress" the file.
Once the file is "de-compressed", you will have these four files:

3. Drag the Font Suitcase on top of the System Folder.

▷ 🗀 System

□ 📘 Sutton-US-Mac 回目

4 items, 676.8 MB available

🧳
Sutton US.suit

📄 PDF
Sutton-Font-Instruct-Mac.pdf

📄
sutton-font-licence.txt

📄 PDF
Sutton-US-Keyboard.pdf

4. This message will appear:

⚠️ This item needs to be stored in the Fonts folder in order to be available to the computer. Put "Sutton US.suit" into the Fonts folder?
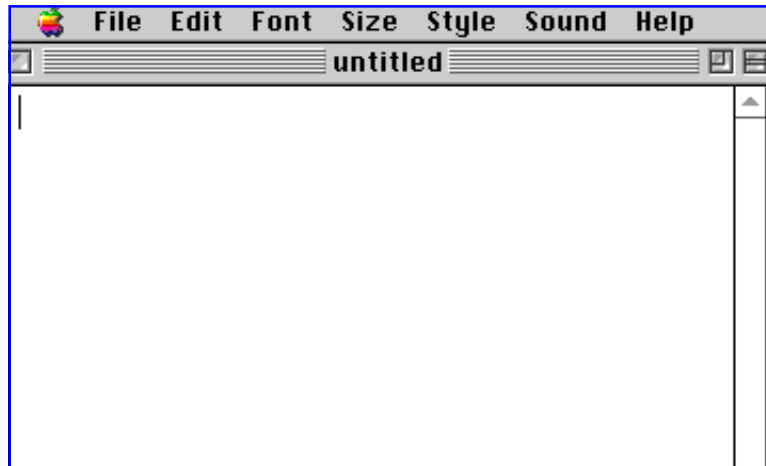
[Cancel] [OK]

**5. Click OK. Then restart your Macintosh.
The font is now installed.**

Sutton True Type Fonts
Typing Fingerspelling on the Macintosh

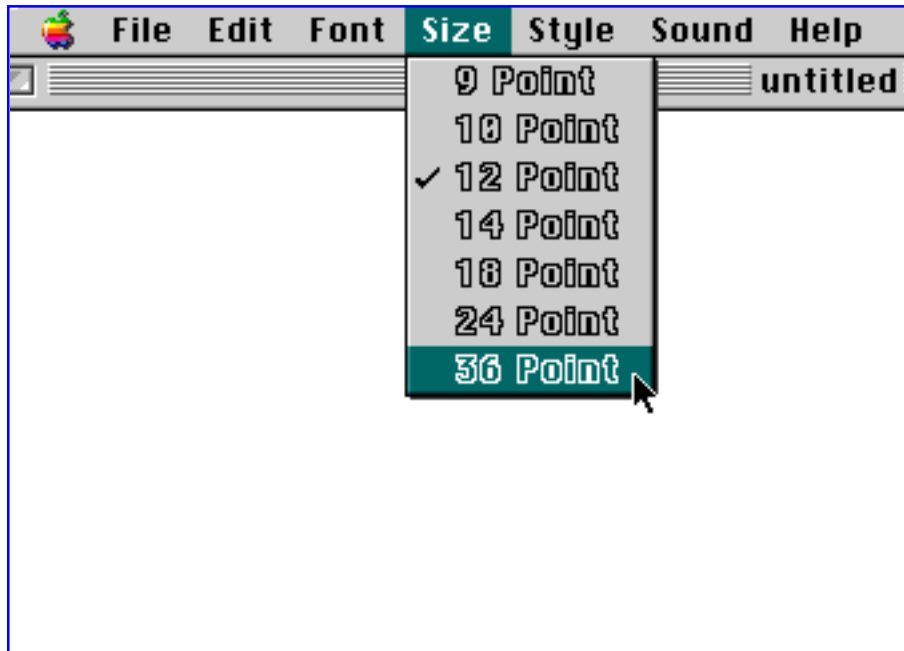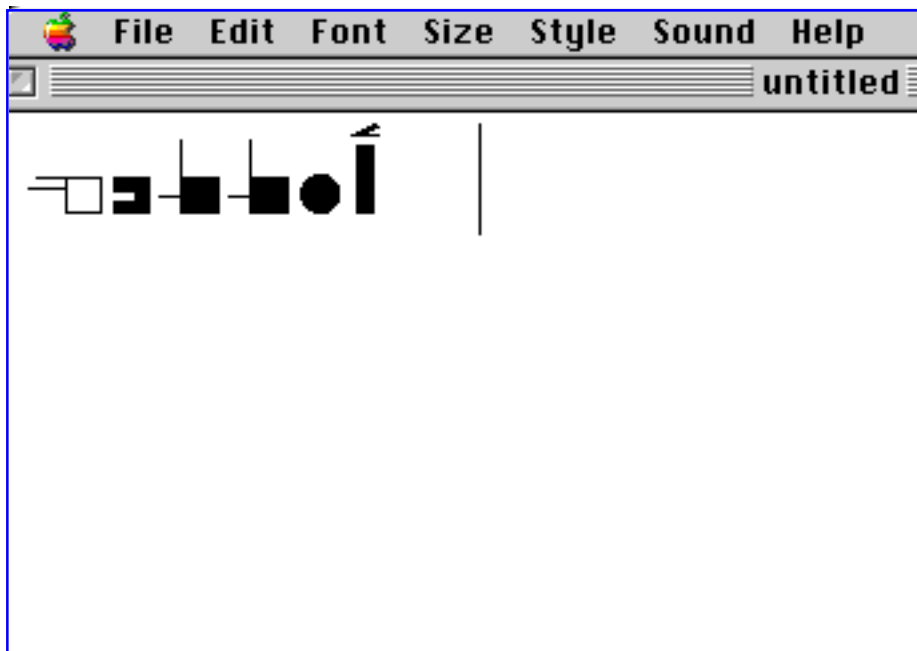## 1. Open a word processing program:

| 🍎 | File | Edit | Font | Size | Style | Sound | Help |

untitled

2. Place your cursor in the text area of your document.
Then choose the "Sutton Font" from the long list of Fonts...

| 🍎 | File | Edit | **Font** | Size | Style | Sound | Help |

Charcoal
Chicago
✓ **Geneva**
Georgia
Helvetica
Monaco
Monotype Sorts
MT Extra
New York
NuptialScript
Palatino
Sutton US
Times
Times New Roman
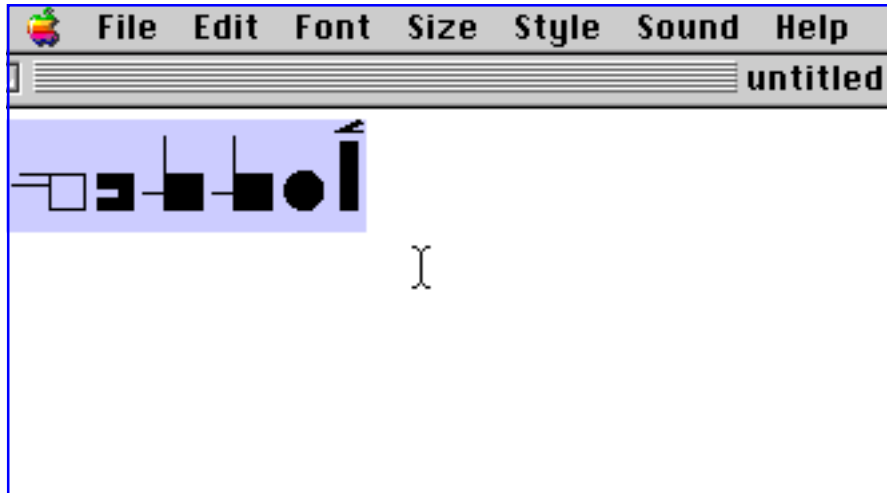**Times New Roman MT Extra Bold**
Trebuchet MS
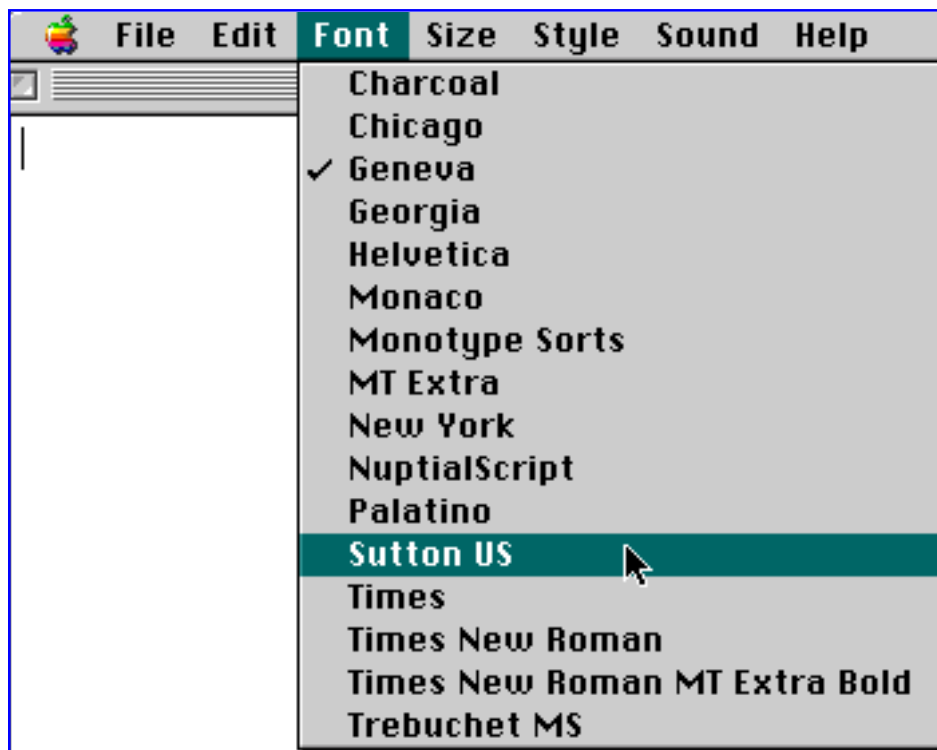
3. Choose the size...

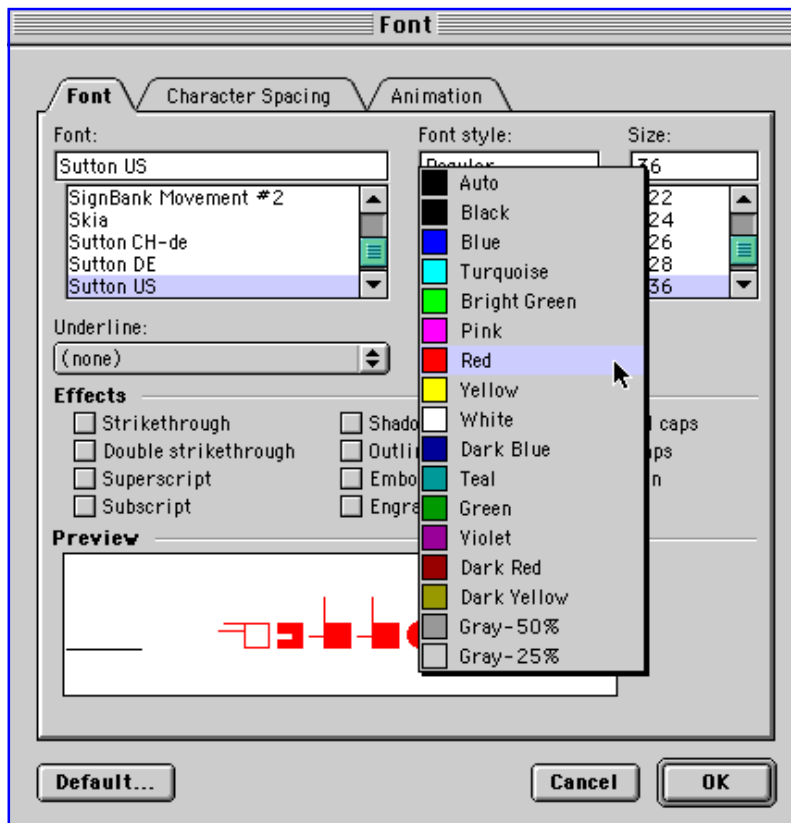## 4. Start typing. The SignWriting symbols will appear on the screen:

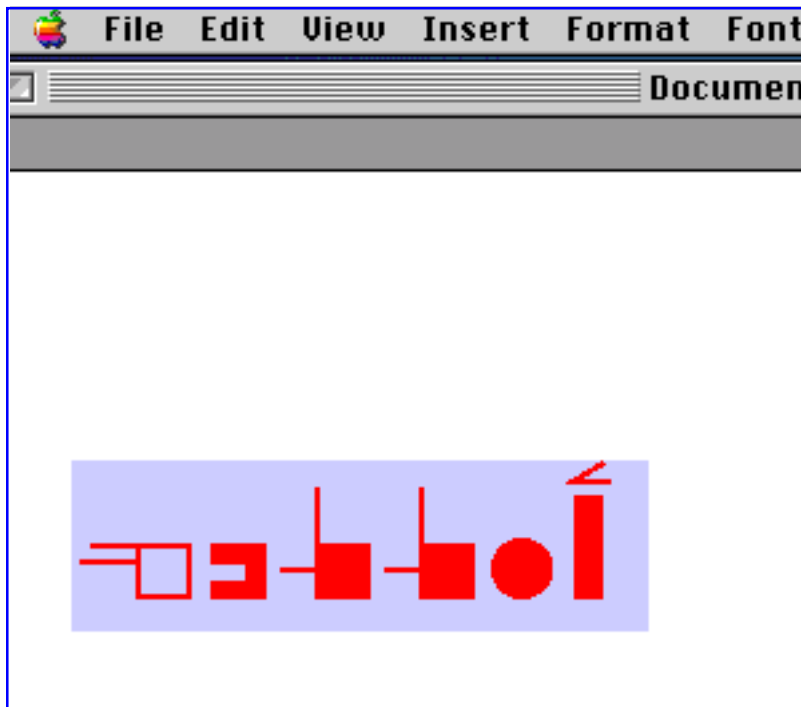## 5. Want to change the color? Select the type with your mouse:

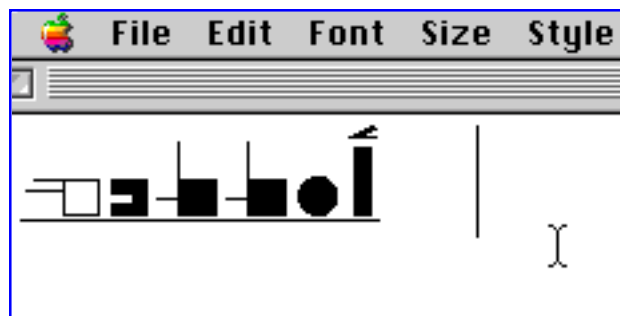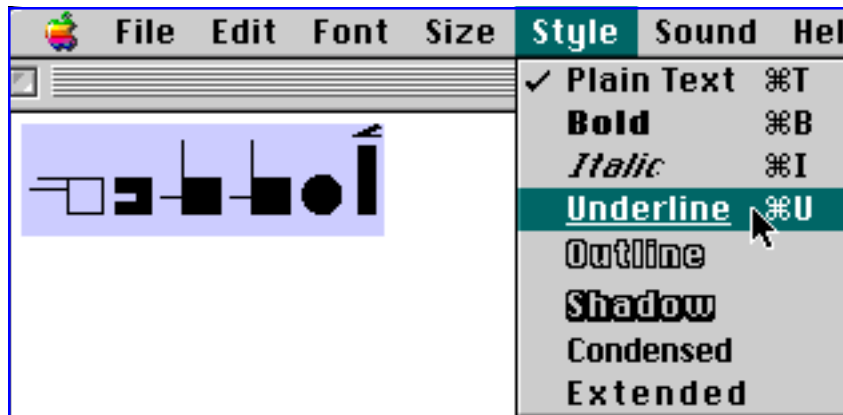## 6. Then under Fonts, change the color.

(Note: The diagram below shows changing color in MicroSoft Word on the Mac. Other words processors may look different, but they all have a choice of color.)
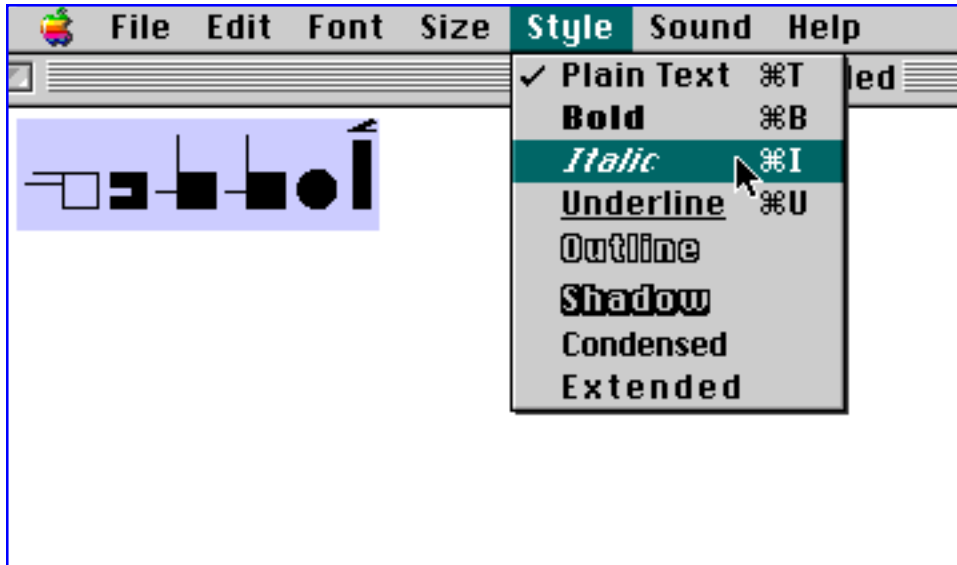
7. The fingerspelling symbols change color:

8. You can choose underlining your type:

9. Or you can choose italics:

| File | Edit | Font | Size | **Style** | Sound | Help |

Menu (Style):
- ✓ Plain Text ⌘T
- **Bold** ⌘B
- *Italic* ⌘I
- Underline ⌘U
- Outline
- Shadow
- Condensed
- Extended

10. And presto! The SignWriting symbols are on a slant....

| File | Edit | Font | Size | Style |

Sutton True Type Fonts

Converting Words in a Text To Fingerspelling

1. Open a word processing program. Type words using another font:

File   Edit   Font   Size   Style   Sound   Help

untitled

Hello!

Happy

to meet

you.

2. Select the text with your mouse:

File   Edit   Font   Size   Style

Hello!

Happy

to meet

you.

3. Under Fonts, choose the Sutton Fingerspelling Font:
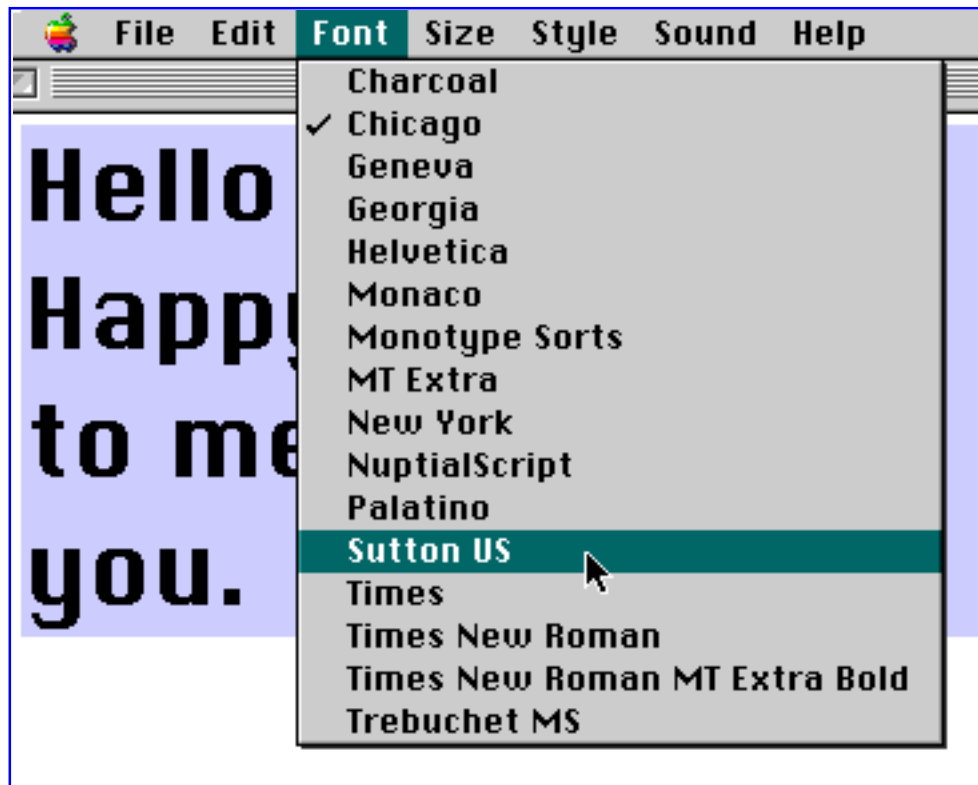
4. The text converts to SignWriting symbols: