

## Fonts

A font is graphic design applied to a collection of numbers, symbols, and characters. A font describes a certain typeface, along with other qualities such as size, spacing, and pitch. There are two ways that characters from languages that use non-Latin scripts can be displayed.

1. The font can draw the letter from the Latin script in such a way that it looks as if it is the Arabic letter that would normally be typed when that particular key on the keyboard is struck. Thus the Arabic letter ح on the Arabic keyboard is placed in the same position as the Latin "P". For this method to work, a font will display P as ح. For this to work the font absolutely must be installed on the computer, otherwise the user will just see an array of meaningless Latin letters.
2. Alternatively, there is an international system called "Unicode" which gives a specific number to most of the characters in most of the world's languages. As long as your computer has a "Unicode" font installed, it will display the correct character when the keyboard has been activated for the language concerned (see page ?)

This second option is obviously much better and more flexible, but can cause some problems with Windows 98 which is not fully Unicode compliant. For example, earlier versions of Windows 98 do have versions of common fonts that do not contain the Arabic letters.

### Installing a new font

1. Open **Fonts** in Control Panel by clicking **Start**, point to **Settings**, click **Control Panel**, and then double-click **Font**.
2. On the **File** menu, click **Install New Font**.
3. In **Folders**, double-click the folder that contains the fonts you want to add.
4. In **List of fonts**, click the font you want to add, and then click **OK**.
5. If you wish to replace an existing font with a later version of the same font, you must first delete the old version. Having opened **Fonts** in the manner described in 1 above, highlight the font you wish to delete and on the **File** menu, select **Delete**. Then install the newer version as described above.

### ***Some common Unicode fonts for use with the Arabic language***

Times New Roman	السلام عليكم
Arial	السلام عليكم
Arial MS Unicode	السلام عليكم
Courier New	السلام عليكم
Andale sans	السلام عليكم
Andalus	السلام عليكم
Arabic transparent	السلام عليكم
Lucida sans Unicode	السلام عليكم
Simplified Arabic	السلام عليكم