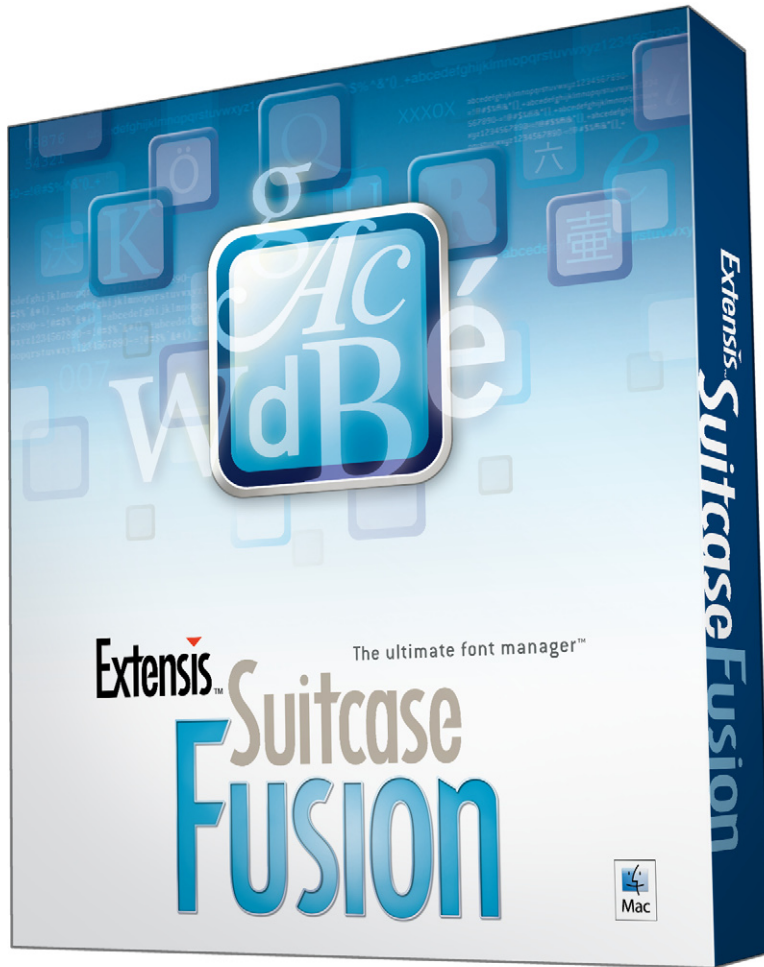


The ultimate font manager™

Extensis™ Suitcase
FUSION

Upgrading from
Suitcase X1





Extensis™

The ultimate font manager™

Suitcase FUSION



Mac

Extensis
Suitcase Fusion

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Contents

Contact	ii
Upgrading to Suitcase Fusion from Suitcase X1	1
Getting Started.....	1
Finding Your Way Around.....	2
What's New	3
Using the Vault	4
Viewing Typeface Families.....	4
Viewing PostScript Names.....	5
Activating Individual Font Faces	5
Using Auto-Activation Plug-ins.....	5
Working with Nested Sets.....	6
Customizing Columns	6
Modifying Foundries and Classes.....	7
Displaying Font Information.....	8
Handling Duplicates.....	8
Exporting Fonts.....	9

Upgrading to Suitcase Fusion from Suitcase X1

The upgrade process from Suitcase X1 to Suitcase Fusion is designed to be a seamless migration that preserves your existing font database, including all your fonts, sets, keywords, and styles. The Suitcase Fusion interface offers an instant comfort level for Suitcase X1 users. The overall structure and primary font management tasks are the same, with the new features and differences noted in this booklet. Once you're up and running with Suitcase Fusion, start exploring the new features highlighted in this guide.

Getting Started

The Suitcase Fusion upgrade process converts your current Suitcase 9.x–X1 database to the Suitcase Fusion format. Your font files remain in their original locations. You are, however, encouraged to consider moving them to the Suitcase Fusion Vault at some point (see “Using the Vault” on page 6). In the upgrade process, your font sets are maintained and your fonts retain any keywords and styles.



Suitcase Fusion includes robust support for rebuilding your font management capabilities when moving to a new machine. For complete details about migrating fonts from one machine to another, see the Upgrade Notes in your product box, or download them from the Extensis website.

To upgrade Suitcase:

1. Quit Suitcase 9.x–X1.
2. Double-click the Suitcase Fusion installer.

3. Launch Suitcase Fusion.

Click the Suitcase Fusion icon in the dock.

4. When the **Alert** displays, asking if you want to use your existing Suitcase database, click **Import**.



*Click **Import** to use your existing Suitcase database.*



When the upgrade process is complete, any font loading errors will be displayed in a log in your preferred Internet browser. You can use the information in the log to locate the fonts, repair them with Font Doctor, and then add them to Suitcase Fusion by dragging them into the Suitcase Fusion window.

After running the installer, the Suitcase Fusion window displays all the fonts, sets, and any customizations contained in your Suitcase database.



Suitcase Fusion

The Suitcase Fusion application icon.

Finding Your Way Around

The Suitcase Fusion window provides a single point of access to all your fonts in an intuitive, drag-and-drop interface. The primary difference between Suitcase X1 and Suitcase Fusion is the depth of data

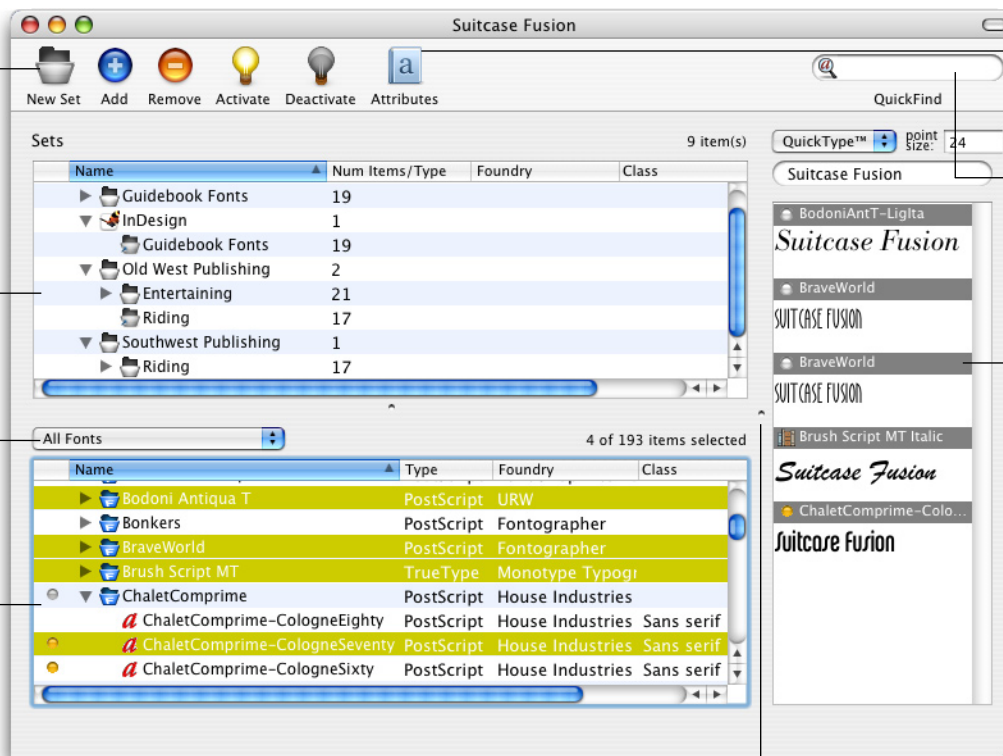
now available to you. For example, you can display a column in the **Fonts** and **Sets** panes for **Foundry**, **Class**, **Version**, **Outline**, and **Kerning** information along with the **Name** and **Type** (**View > Set Pane Columns**).

The Toolbar for creating sets, adding and removing fonts, activating and deactivating fonts, and modifying font attributes.

The Sets pane: Press Command+1 to show and hide.

The Font Filter drop-down menu displays subsets of fonts such as System Fonts or Duplicate Fonts.

The Fonts pane: Press Command+' to show and hide.



Attributes button: Click this to work with classes, foundries, keywords, and styles.

The QuickFind field for finding fonts by name, keyword, or style.

The Preview pane: Press Command+0 to show and hide.

Drag the dots to resize the panes.

What's New

Suitcase Fusion combines the best features of both Suitcase X1 and Font Reserve 3.1 and introduces some new features. As a Suitcase user, you'll find several new features that make your work easier:

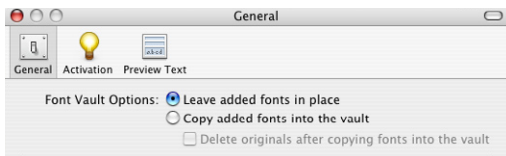
- *The Suitcase Fusion Vault: While Suitcase created a database of information about your fonts, the fonts remained in their original locations. Suitcase Fusion offers optional font file consolidation in the Vault, a managed repository for font files. If you don't like to have fonts spread out among folders for different jobs or clients, consolidate them in the Vault. See page 6.*
- *View typeface families: Suitcase Fusion can streamline your font list by displaying fonts according to typeface family—such as Helvetica Neue or Bauer Bodoni—in addition to listing fonts individually and by suitcase. See page 6.*
- *View PostScript names: You now have the option to view menu names or PostScript names for fonts. PostScript names are helpful when working with graphics applications and for troubleshooting. See page 7.*
- *Font-face activation: Rather than activating all the fonts in a suitcase, Suitcase Fusion can activate specifically the fonts you need—Minion Regular, for example, rather than all 26 fonts in the Minion suitcase. See page 7.*
- *Automatic font activation with absolute font fidelity: Missing font alerts remain a thing of the past as Suitcase Fusion automatically activates fonts when you open documents in all supported applications. Plug-ins for high-end publishing applications now guarantee precision auto-activation—no pages ruined by reflow from using the wrong version of a font. See page 7.*
- *Unlimited nested sets: Suitcase Fusion allows unlimited nesting for all types of sets—you can nest sets within application sets, nest sets within sets and subsets, and more. See page 8.*
- *Display custom font information: Display the columns of font information you need in the main Suitcase Fusion window—in the order you need them. If you want to see the **Name**, **Version**, and **Class**, simply set it up that way. See page 8.*
- *Customizable foundry and class information: In addition to working with **Styles** and **Keywords**, the **Attributes** drawer now includes customizable **Class** and **Foundry** information. See page 9.*
- *Detailed font information: To ensure its precision auto-activation, Suitcase Fusion provides more details about fonts. See page 10.*
- *Duplicate font handling: While using the Vault prevents “true duplicates,” most font libraries are likely to have many fonts with the same name—for example, multiple versions of Helvetica or Garamond with different types, versions, and foundries. You may or may not want to keep all of these fonts. To help manage duplicates, Suitcase Fusion provides detailed font information along with a quick filter for displaying fonts with duplicate names. You can then decide whether to delete the “duplicates.” See page 10.*
- *Drag-and-drop font export: Copying fonts out of Suitcase Fusion is as easy as adding them—simply drag selected fonts to the desktop for easy export. See page 11.*

Using the Vault

When you upgrade to Suitcase Fusion, your font files remain in their original locations and you interact with them through the main Suitcase Fusion window. At this point, a key decision to make is whether you want to start using the Suitcase Fusion Vault. The Vault consolidates your fonts into a single, organized, and managed repository that offers a variety of benefits, including no true duplicate fonts, fewer font conflicts, and improved database integrity. You can also use a combination of methods—storing some fonts in the Vault and leaving others in place.

By default, when you add new fonts to Suitcase Fusion, the font files copied to the Vault. If you prefer to leave fonts in place, you need to change a preference setting first:

1. Choose **Suitcase Fusion > Preferences** and click the **General** tab.
2. Click **Leave added fonts in place** in the **Font Vault Options** area.



The Font Vault Options area in the General pane of the Suitcase Fusion Preferences dialog box lets you specify whether to leave font files in place or move them to the Vault.

3. To move rather than copy the font files into the Vault, check **Delete originals after copying fonts into the vault**.
4. Click **OK** to save the change.



*If you want to move all your fonts to the Vault, leave the **Font Vault Options** at the default setting of **Copy added fonts into the vault**. Then, drag your entire hard drive into the Suitcase Fusion window to re-add all your fonts.*

Viewing Typeface Families

While Suitcase listed fonts individually or by suitcase, Suitcase Fusion can consolidate fonts in the **Fonts** pane into typeface families. (At one time, a font suitcase did generally contain all the fonts in a typeface family. But with variations among the way different foundries package and sell different types of fonts, suitcases do not necessarily correlate to families today. As a result, viewing fonts by suitcase is becoming less useful.) Viewing fonts by family significantly streamlines your font list and provides one-click activation of an entire family. You can also easily drag an entire family into a set or drag it to the desktop for export. To view fonts by typeface family:

- Choose **View > View By Family** or press **Command+Option+3**.
- Click the disclosure triangle next to a font family to view the fonts inside it.



*The typeface family icon in the **Fonts** pane.*

Viewing PostScript Names

Many graphics applications identify fonts by PostScript names rather than menu names—for example, SIL-FangSong-Reg-Jian rather than Fang Song Regular. If PostScript names are more helpful to you, Suitcase Fusion can display PostScript names. In the **General** tab of the **Preferences** dialog box (**Suitcase Fusion** menu), check **When displaying fonts: Use the Postscript name**.

Activating Individual Font Faces

When you activated fonts in Suitcase, all the fonts in its suitcase were activated—whether you wanted them to be or not. For example, if you activated Stone Serif, the other five fonts in its suitcase (Bold, BoldItalic, Italic, Semibold, and SemiboldItalic) were activated along with it. Suitcase Fusion, however, activates only the fonts you've selected, even it's an individual font such as Stone Serif Semibold within a suitcase containing multiple fonts. This face-level activation provides:

- *Quicker font activation and better use of system resources.*
- *Streamlined font menus and submenus.*
- *Less chance for user error when applying an Italic or Oblique, for example.*
- *Fewer font conflicts, providing a more seamless workflow.*

If you do need to activate an entire typeface family or suitcase, choose **View By Family** or **View By Suitcase** from the **View** menu. Select the entire family or suitcase and then click **Activate**.

Using Auto-Activation Plug-ins

As with Suitcase, Suitcase Fusion automatically activates fonts as you open documents in supported Mac OS X applications. In addition, Suitcase Fusion provides auto-activation plug-ins for the following professional publishing applications: Adobe InDesign CS and CS2, Illustrator CS and CS 2, and QuarkXPress 6. These plug-ins, based on Extensis' Font Sense technology, provide absolute font fidelity by recording detailed font information with documents. New to Suitcase users is the level of precision and the preferences for controlling how the plug-ins work (**InDesign/Illustrator** menu > **Preferences** submenu or **QuarkXPress** > **Utilities** menu). The plug-ins work as follows:

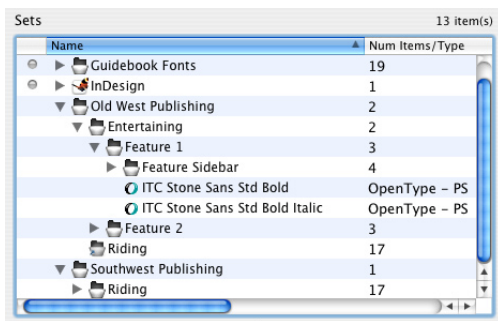
- *When you open a document, precisely the right fonts are activated automatically—for not only the document but any embedded Illustrator EPS and InDesign PDF files.*
- *Fonts are activated based on Font Sense information saved from the Suitcase Fusion plug-ins; for older documents, the plug-ins can use FontSync information from Suitcase X1 plug-ins.*
- *If there's a question about which fonts are used—for example, which of your many versions of Garamond—you can choose to select the appropriate font yourself or set the plug-in's preferences to make intelligent, automatic choices for you. Once you start using the plug-ins, all your documents will have Font Sense information and name conflicts will occur less and less.*
- *If you choose to resolve font name conflicts yourself, the **Missing Original Version** dialog box lists details from the Suitcase Fusion database about each font's version, foundry, type, and more so you can decide which one to activate.*

- *When you finish working on a project, fonts are automatically deactivated—either when you close the document or quit the application, depending on the plug-in's preferences. So when you're finished with one client's version of Minion, for example, you can be sure it's deactivated so you're ready for the next client's version of Minion.*

For more information about the Font Sense plug-ins, see the *Suitcase Fusion User Guide*.

Working with Nested Sets

Suitcase Fusion expands on Suitcase's ability to nest alias sets. You can continue to nest alias sets, and now you can nest regular sets at any level—for example, you can nest a set within a set within a set. To create a nested set, select the set you want to nest it under and click **New Set** on the **Toolbar**. You can also drag a set to another set.

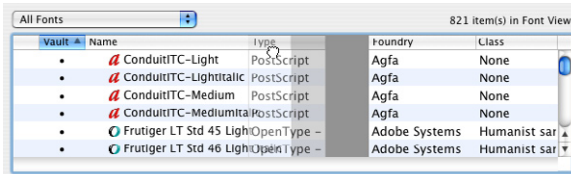


Suitcase Fusion supports an unlimited level of nested sets. The Old West Publishing set contains an Entertaining Set and a Riding set (an alias to the Riding set in the Southwest Publishing set). The Entertaining set contains sets for Feature 1 and Feature 2. The Feature 1 set contains a Feature Sidebar set as well.

Customizing Columns

Suitcase Fusion greatly expands the amount of font information you can view in the columns in the **Fonts** and **Sets** panes. It also makes the view completely customizable, allowing you to control which columns of font information are displaying, the column width, and the order. By default, the **Vault**, **Name**, and **Type** columns display.

- *To control which columns display, choose options from the **Set Pane Columns** submenu of the **View** menu: **Vault**, **Foundry**, **Class**, **Version**, **Outline**, **Kerning**, **Suitcase**, and **Location**.*
- *To resize columns, drag the vertical lines between the title bars.*
- *To reorder columns, drag and drop the title bars to a new location.*



Rearrange the columns of font information with drag and drop—so the order makes the most sense for your needs.

Suitcase Fusion remembers the column width, the order, and which columns you prefer to display. In terms of sorting fonts according to various criteria, the columns work as they do at the Mac OS Finder—for example, click the **Type** column to sort fonts by font formats such as OpenType, PostScript, TrueType, etc. Click the title bar again to toggle between ascending and descending order.

Modifying Foundries and Classes

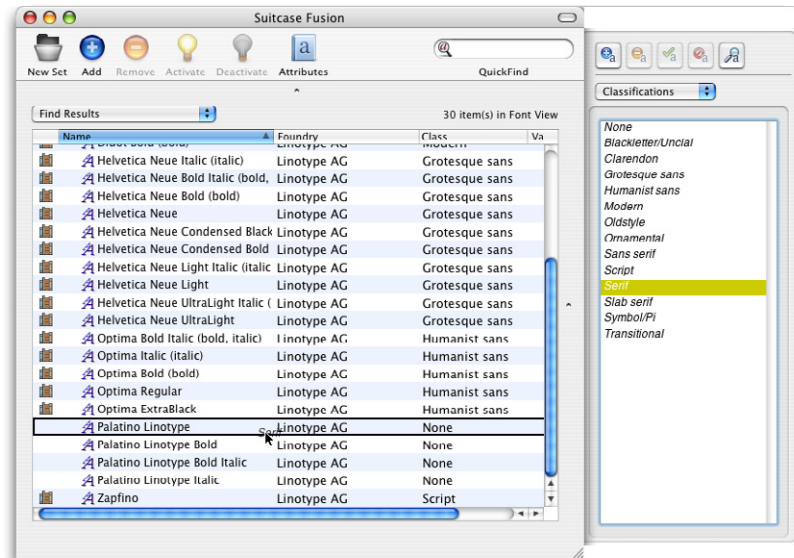
New to Suitcase users is the ability to modify a font's foundry information and to work with class information. When you add fonts, Suitcase Fusion consults sophisticated look-up tables to assign foundry and class information to each font. You can customize this information by creating your own foundry and class names, and by changing the foundry and/or class assigned to a font. For example, if you create your own fonts, you can create a foundry for yourself and assign it to your fonts.



Class information can be extremely useful as searching and sorting criteria—for example, you might want to choose a font from all OpenType Symbol/Pi fonts from Adobe. However, by its very nature, assigning a font to a class such as Sans Serif, Modern, or Transitional, is highly subjective. This makes the ability to customize the class assigned to a font especially helpful.

The foundry and class information is consolidated into the **Attributes** drawer (named the **Keywords & Styles** drawer in Suitcase). To display the drawer, click the **Attributes** button on the **Toolbar**.

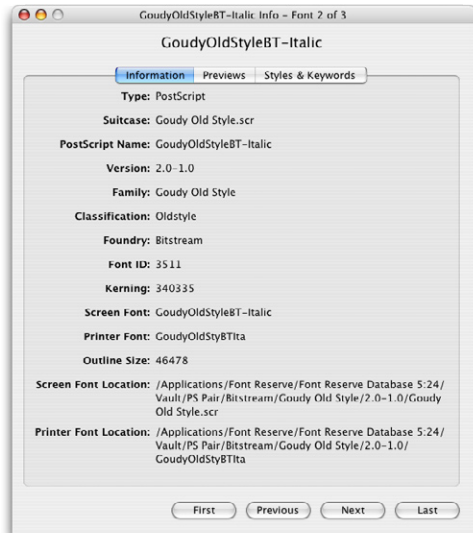
- Choose an option from the pop-up menu to specify what you want to work with: **Classifications** or **Foundries**.
- Use the first two buttons to **Add** and **Remove** options in the list.
- Use the next two buttons to **Assign** or **Unassign** the selected option to any fonts selected in the **Fonts** pane. You can also drag an option from a list to a font to assign it.
- Use the **Find** button at the far right to display any fonts to which the selected option is assigned. For example, select a keyword in the list and then click **Find** to display only fonts with that keyword assigned in the **Fonts** pane.



The Fonts pane is customized to show the Name, Foundry, and Class columns, with fonts sorted by name. Using the Find Fonts command (Tools menu), we narrowed down the list to fonts from Linotype. The Class column shows a variety of classes. Here, we are dragging the Serif class to Palatino Linotype, which has no class assigned.

Displaying Font Information

Displaying detailed information about a font file in Suitcase Fusion is the same as it is in Suitcase—select it and press Command+I or choose **File > Get Info**. The **Information** tab, however, includes additional details: **PostScript Name**, **Classification**, **Kerning**, and **Outline Size**. These details help with the unique font identification Suitcase Fusion provides.

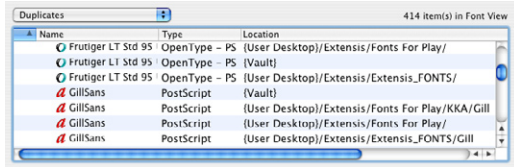


The Information pane tab all the details in the database about the selected font.

Handling Duplicates

Any font library is likely to contain “duplicate fonts,” or common fonts with the same name such as Helvetica and Garamond. You may or may not need these duplicate fonts—for different projects or clients, for example. The only way to determine whether you need the duplicates is to figure out what the differences are. Suitcase Fusion makes this easy with a built-in feature that lets you review all the font details, including type, foundry, version, kerning, and outline information. You can then determine which fonts you want to keep. (At that point, you may wish to use keywords to help identify the differences between fonts.) To review duplicates:

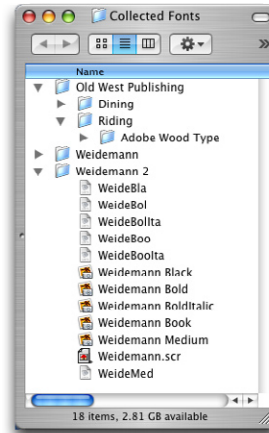
- *If your fonts are all in the Vault, you know that two fonts in a row with the same name are not the same font. You can either compare the information in the columns (such as **Type** or **Version**) or multiple-select the fonts and choose **File > Get Info**. By comparing font information, you can determine whether you need both fonts or whether to delete one.*
- *If you're not using the Vault, you can quickly display a list of duplicate fonts—fonts with all the exact same characteristics except for location—in your database. You can then delete duplicates if you wish. To display duplicate fonts in your database in the **Fonts** pane, choose **Tools > Find Duplicates** or press Command+J.*
- *For convenience, you're presented with an abbreviated version of the **Fonts** pane that shows only the **Name** and **Type** columns. If you need more information to make a decision—such as the **Version** column—Control+click a font column name to select more columns to display. In addition, you can multiple-select fonts and choose **File > Get Info** to display full details.*



The Duplicates font filter lists all the fonts you have with the same name. You can use detailed font information to decide which ones to keep.

Exporting Fonts

New to Suitcase users is the ability to export fonts the same way you add them—through drag and drop. Simply select the fonts—sets, families, suitcases, or font faces—and drag them to the desktop or any other media. For convenience, fonts are automatically copied to a “Collected Fonts” folder.



The Collected Fonts folder organizes exported fonts for you.

