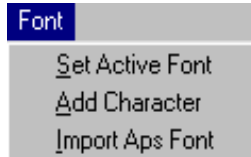


ApS-Ethos Series - Show Me How To

Use & Create Ethos Fonts

(Embroidery Composer & Virtuoso)

Ethos Fonts (EFN) can be used in exactly the same way as *ApS satin fonts* (DOF), but they can also be created and manipulated through Ethos. Currently Ethos can be switched between using the new Ethos font format or the old-style ApS format. Eventually, only the new format will be supported and ApS fonts will have to be converted to the new format.



1. How to switch between ApS Fonts and Ethos Fonts.

- 1) Close all designs to get access to the system menu.
- 2) Select menu option *Options->Settings*.
- 3) Select the *General Settings* page tab.
- 4) Under the *Satin Font Type* heading select *Ethos Fonts* or *ApS Fonts*.
- 5) Click *OK* - The font type is now set.

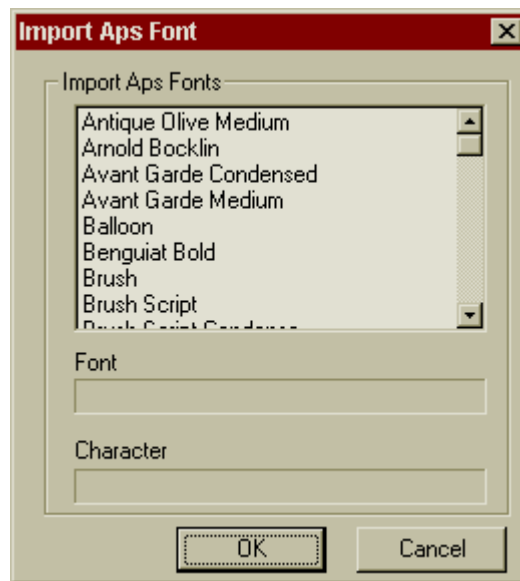


Figure 1.1: Import ApS Font Dialog.

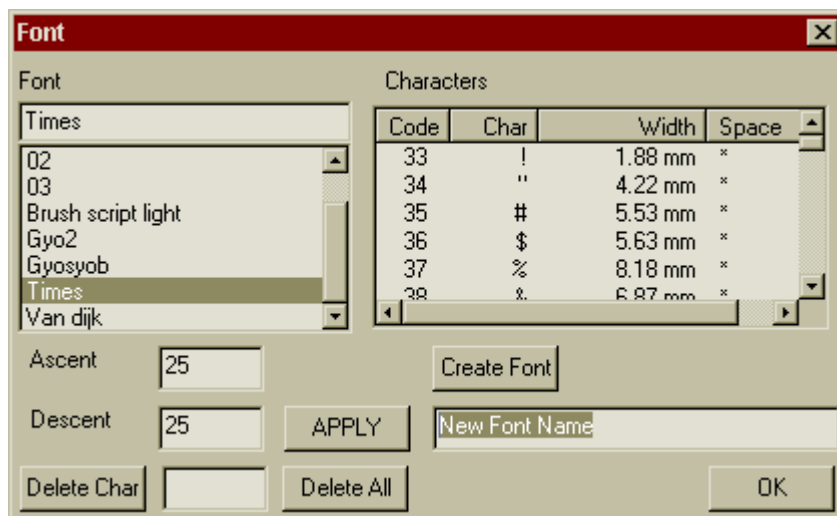
2.

How To Import An ApS Font (DOF)

ApS fonts can be imported and converted to the Ethos Font format. This will enable the font to be used while the new font type is set. It will also mean that the font can be edited within Ethos.

- 1) Open or create an ethos document in the *Embroidery Virtuoso* context.
- 2) Make sure the text tool is not currently selected, using the **T** toolbar button.
- 3) Select the menu item **Font**, then **Import ApS Font**.
- 4) Select the ApS font(s) from the Import ApS Fonts list.
- 5) Click on the *Import* Button.
- 6) Follow the import progress using the Font / Character progress bars.

NB Importing an ApS font takes a few minutes - depending on your computer speed - as all of the fonts data has to be read and converted to the new format. It is recommended that only one font at a time is imported until the process is fully understood.



3. How To Create A Blank Ethos Font

A blank ethos font can be used to create a new font. First create the font as below, set it as active and you are ready to start adding characters.

- 1) Open or create an ethos document in the *Embroidery Virtuoso* Context.
- 2) Make sure the text tool is not currently selected, using the **T** toolbar button.
- 3) Select The Menu Item **Font**, then **Set Active Font** .
- 4) Enter a Unique Font Name in the **New Font** edit box.
- 5) Click Create To Create The Font.
- 6) The new font should appear in the **Font** List. Select it to make it active for editing.

4. How To Set An Active Ethos Font For Editing.

The active font in Ethos is used to refer to the font that is currently being edited. An active font must be selected before you can begin adding characters.

NB - Note that the active font is **not** the same as the font selected with the text tool.

- 1) Open or create an ethos document in the *Embroidery Virtuoso* context.
- 2) Make sure the text tool is not currently selected, using the **T** toolbar button.
- 3) Select the menu item **Font**, then **Set Active Font** .
- 4) Select the required font from the Set Active Font drop down list.
- 5) Click Close.

5. How To Delete All Characters From An Ethos Font

WARNING Clearing a font means removing all data from the font - only use it if you are absolutely sure.

- 1) Open or create an ethos document in the *Embroidery Virtuoso* context.
- 2) Make sure the text tool is not currently selected, using the **T** toolbar button.
- 3) Select the menu item **Font**, then **Set Active Font** .
- 4) Select the required font from the *Set Active Font* drop down list.
- 5) Click on the *Delete All* button.

6. How To Set An Ethos Fonts Ascent / Descent

The fonts ascent / descent refers to the amount of space above and below the main character space.

The ascent is the height above the standard Caps Height of the font, characters don't usually ascend into this region, with the exception of round characters such as "O", "C" or "Q".

The descent is the space below the base of capital letters, it allows room for descending characters such as g or j. Extra headroom below the lower case descent space can be included if desired.

Ascent / descent amount are stored as a percentage of the caps height, the default is 25% in each case but more or less can be set as desired.

- 1) Open or create an ethos document in the *Embroidery Virtuoso* context.
- 2) Make sure the text tool is not currently selected, using the **T** toolbar button.
- 3) Select the menu item **Font**, then **Set Active Font** .
- 4) Select the required font from the font list.
- 5) Enter the required ascent / descent amounts in the ascent / descent boxes.
- 6) Click on apply to store the changed values.

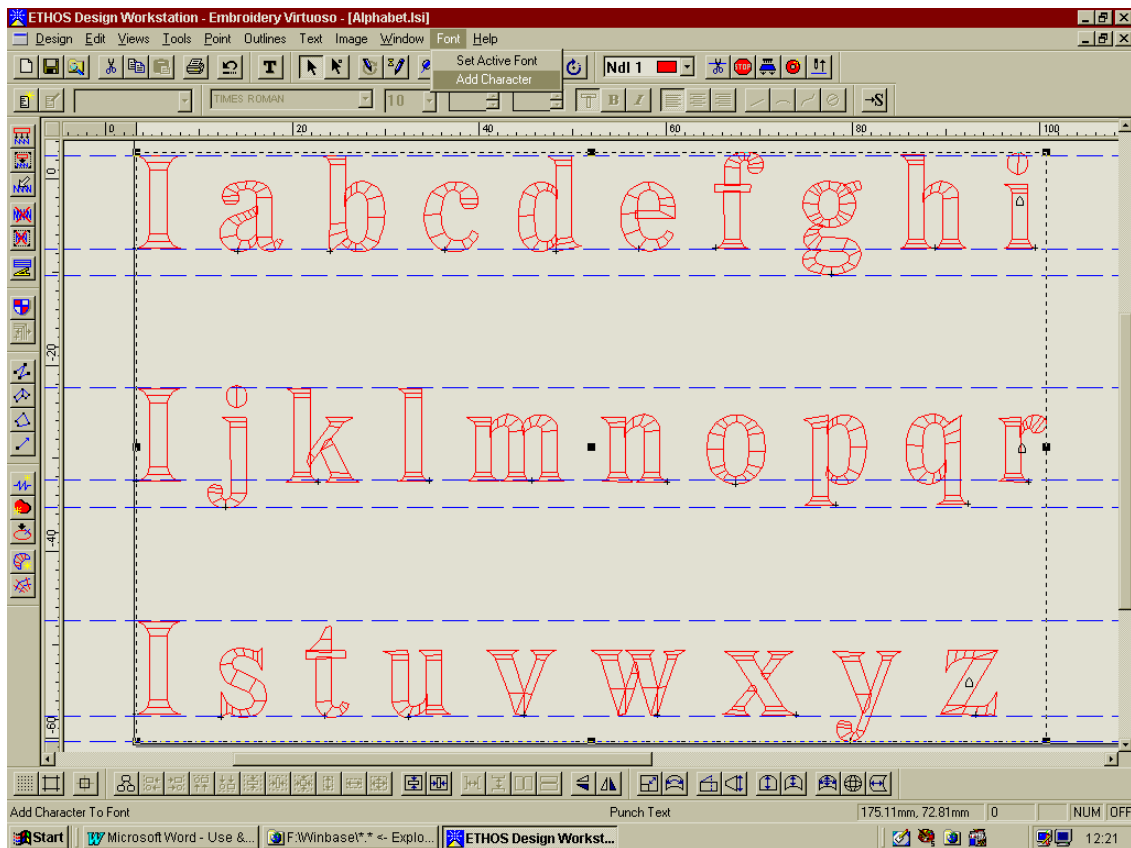
7. How To Delete An Individual Character From An Ethos Fonts

- 1) Open or create an ethos document in the *Embroidery Virtuoso* context.
- 2) Make sure the text tool is not currently selected, using the **T** toolbar button.
- 3) Select the menu item **Font**, then **Set Active Font** .
- 4) Select the required font from the *Set Active Font* drop down list.
- 5) Enter the character in the box next to the **Del Char** button.
- 6) Press the **Del Char** button.
- 7) The character is deleted from the font.

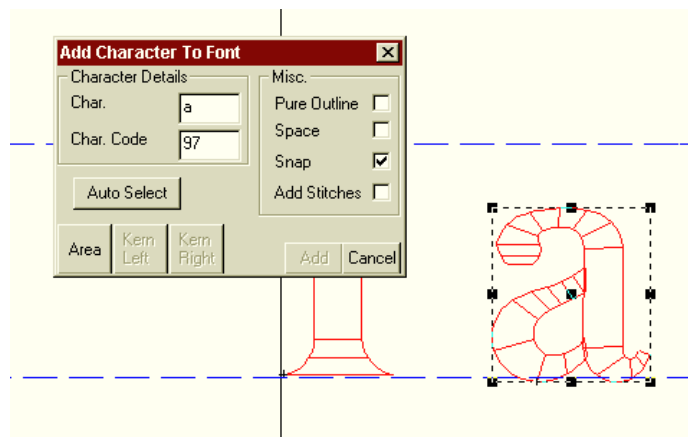
8.

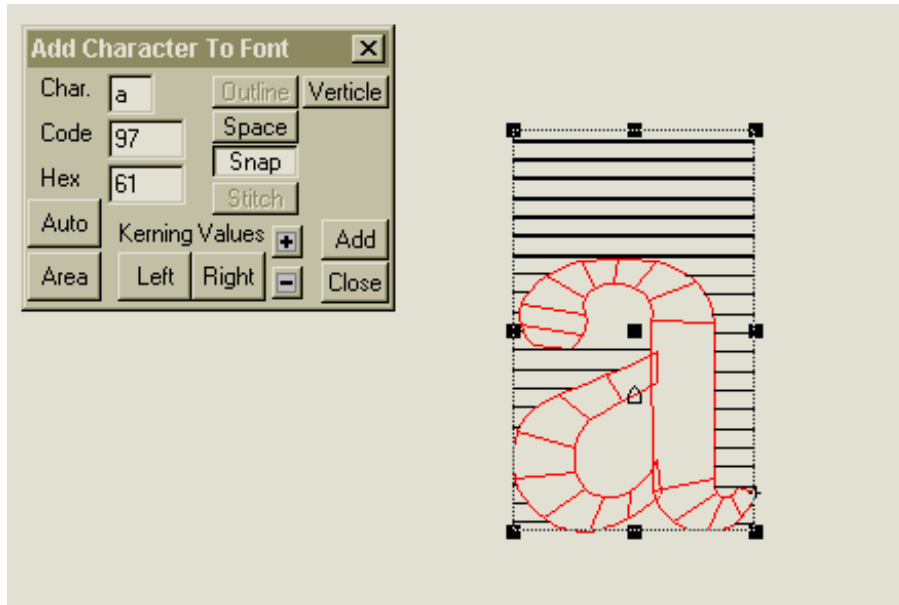
How To Add A Character To An Ethos Font

1. Open or create a document containing the punch outline to be added to a font.



2. Set the required font as active (see above)
3. Select the menu item **Font**, then **Add Character**.
4. The **Add Character** dialog will now appear.





5. Drag the characters extent to the required caps height line (these should be set in the guide lines option).
6. Adjust the auto generated kerning lines if necessary (see below) .
7. Click add to add the character.
8. The next character letter is automatically set
9. Select the next punch item.
- 10.Repeat the instructions above (from 5).
- 11.Once all characters are added click cancel to close the dialog box.

9. How To Manually Drag A Characters Extents.

If the auto select option is not used, the rectangle representing the characters extents can be manually specified as follows.

- 1) Follow steps 1 to 5 as above.
- 2) Click on the area button on the *Add Character* dialog.
- 3) Drag the Extents rectangle as required.
- 4) Proceed as from step 9 above.

10. How To Edit Font Kerning Information.

The horizontal lines shown within the character extents above represent the characters kerning data. The lines extending from the left and right edges indicate how much adjacent characters should be ‘pulled’ together.

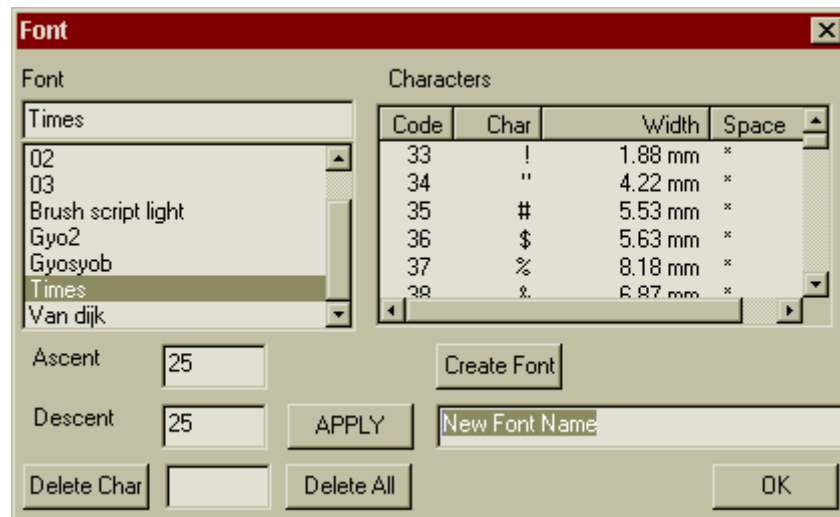
- If the lines extend right to the edge of the punch outline, then adjacent characters will touch each other.
- If the lines don’t reach the outline then character spacing will be increased.
- If the lines extend over the outline of the punch item then adjacent characters will overlap. This may be used to “join up” the tails of lower case letters in a script typeface.

- 1) Follow the steps to add a character as above.
- 2) Before clicking *Add*, click on the left (or right) *Kern* button.
- 3) Clicking within the character area will allow the left (or right) kern values to be altered individually

- 4) The individual kern amounts can be adjusted by clicking on the kern lines within the design. Holding the mouse button down will allow the lines to be dragged to the left or right.
- 5) To adjust all of the kern values at the same time use the + and - buttons. This will move all of the kern values toward or away from the character by an equal amount.
- 6) Click Add to Add the character to the font.

11. How To Edit Character Within An Ethos Font

- 1) Open a design
- 2) Select the menu item **Font**, then **Set Active Font**.
- 3) Select the required font from the *Set Active Font* drop down list.
- 4) *Double Click* the character to edit from the characters list.
- 5) The character is then pasted in a new design window, and the Add character control box is shown.
- 6) Edit the character as required.
- 7) Click Add to add the edited character back in to the font.



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