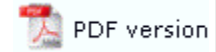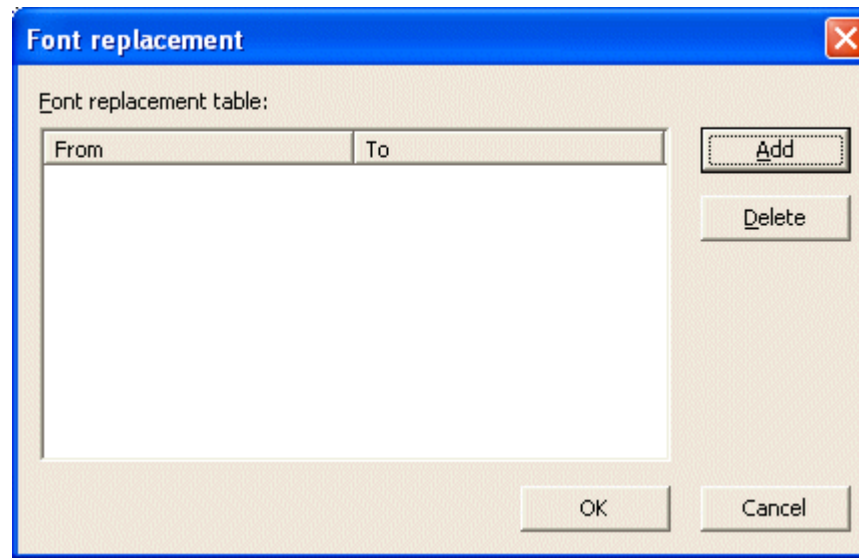# Special Features

Replacing Fonts

![PDF version]

FTDesign provides the function to replace fonts used in your form. It is a convenient way of making global changes to fonts used in the form. This saves you from manually changing each instance of a font.
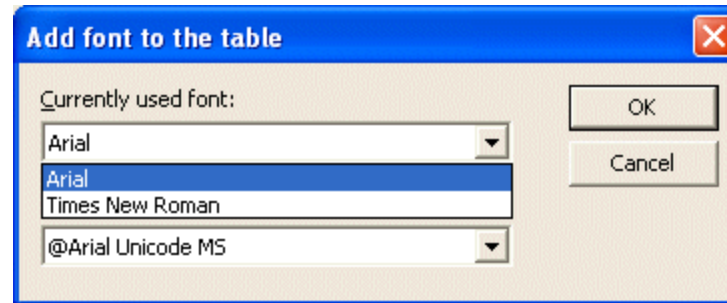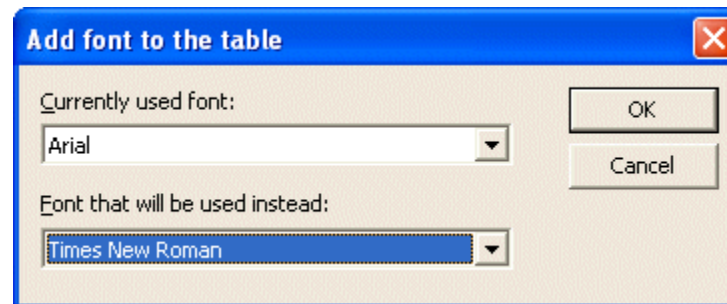
How to replace fonts

To replace fonts:

- Select Replace Fonts in the Tools menu.
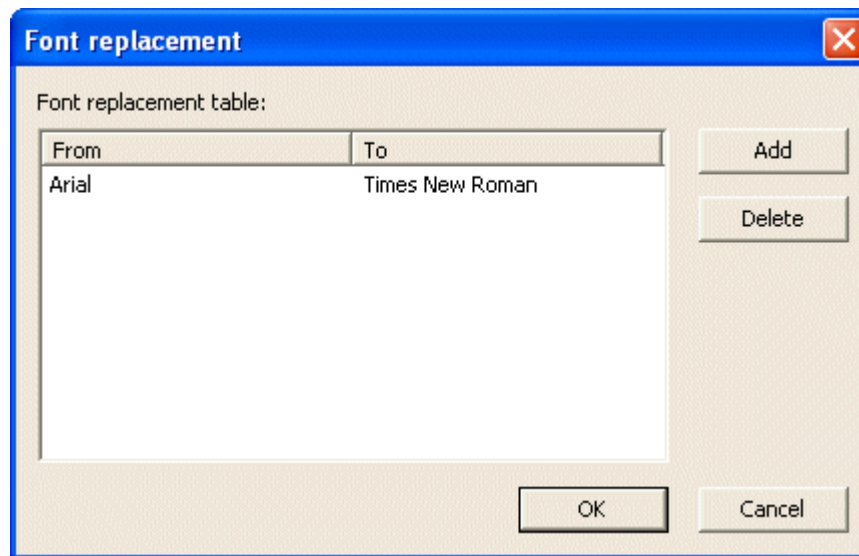- In the Font replacement dialog box, click the Add button.

Font replacement

Font replacement table:

From	To

Add

Delete

OK   Cancel

- In the Add fonts to table dialog box, choose from the Currently used font list the font to replace.

- Choose the font you with to exchange to from the Font that will be used instead list. This list contains all available fonts.

- Click the OK button to add the chosen conversion to the Font replacement table.

- Click the OK button in the Font replacement dialog box to make the changes.

Font replacement

Font replacement table:

From	To
Arial	Times New Roman

Add

Delete

OK   Cancel

Top