

Working with fonts in RoboHelp HTML

MICHAEL A. STOWE

ENG 373: WRITING WITH TECHNOLOGY

List of core fonts installed on Windows and Mac computers

Arial

Arial Black

~~Comic Sans MS~~

~~Courier New/Courier~~

Georgia

Impact

Tahoma

Times New Roman/Times

Trebuchet MS

Verdana

~~Webdings (• ■ ◼ ◻ ◾ ◿ ?)~~

Partial list of “gray-area” fonts often found on Windows and Mac computers

Book Antiqua	Consolas
Bookman Old Style	Constantia
Calibri	Corbel
Cambria	Helvetica (Mac only)
Candara	Lucida Sans
Century Gothic	Perpetua
Century Schoolbook	Segoe UI

These fonts require that the user have installed Microsoft Office 2007, 2008, 2010, 2011, 2013, or 2016
-OR-
that the user is using Microsoft Windows Vista, Windows 7, Windows 8, Windows 8.1, or Windows 10.

Provide a font set to provide maximum compatibility


1. Start with your preferred font. —————> Segoe UI
2. Provide a more common font or fonts. —————> Arial, Helvetica
3. End with the generic font family. —————> sans-serif

In web design, font sets are usually called “font stacks,” but the concept is the same.

```
body {
  font-family: "Segoe UI", Arial, Helvetica, sans-serif;
}
```

Create your font set in RoboHelp

To create a font set, open a topic in your project, and then do the following:

1. On the **Edit** tab, in the **Character** group, click **Character Formatting** , and then click **Font Sets**.
2. Click **New**.
3. In the **Font Set Name** box, type the name you want to use for your font set.
4. Under **Available Typefaces**, click the primary font you want to use in your project, and then click **Add**.
5. Repeat the previous step to keep adding fonts in the same family, moving to more common fonts.

Note To add a font not installed on your computer, type its specific name (spelling counts) in the **Available Typefaces** box, and then click **Add**.

6. For the last font, in the **Available Typefaces** box, type either **sans-serif** or **serif**, depending on the current font family, and then click **Add**.

Apply your font set to your style sheet

At minimum, you need to set your font set as the font in the following rules:

Under Paragraph

- Normal
- Heading 1
- Heading 2

Under Other

- Lists