

Getting Started with Your Ta'agra Font

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“Why do I need instructions for a font?”

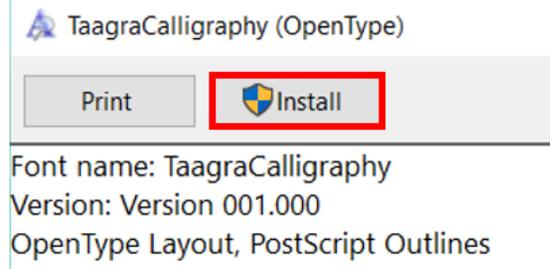
Because Ta'agra is an Arabic-esque font, it is not readily compatible with most programs. Here I've outlined all the necessary steps to get the best results in some of the most common programs. If you encounter any errors or there are programs you think I should add, please email me at [*ko.ahib@gmail.com*](mailto:ko.ahib@gmail.com)

Installation

1. Begin by downloading the font, make sure that it is a .otf file



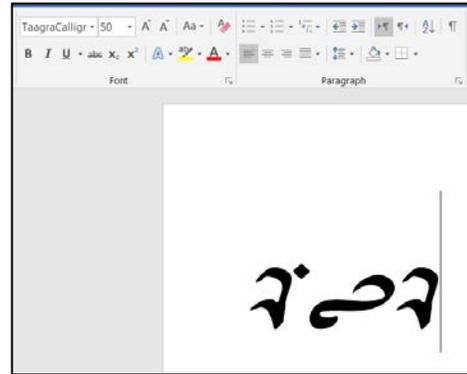
2. Open the file and click "Install"



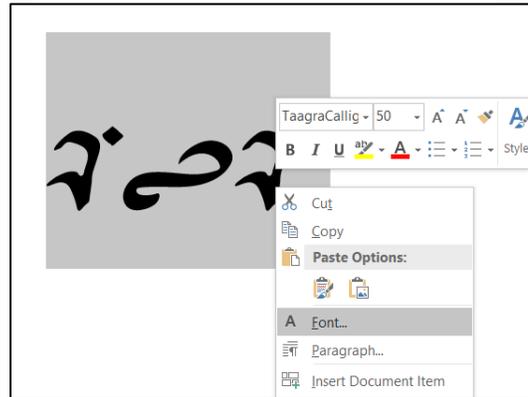
3. Open the program you're going to be working in. From here, the instructions will vary depending on the program you are using.

Microsoft Word

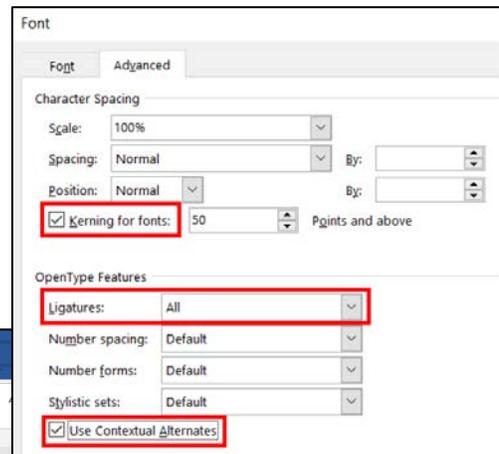
- 4. Choose the downloaded font and begin typing. You will notice that the letters don't connect yet



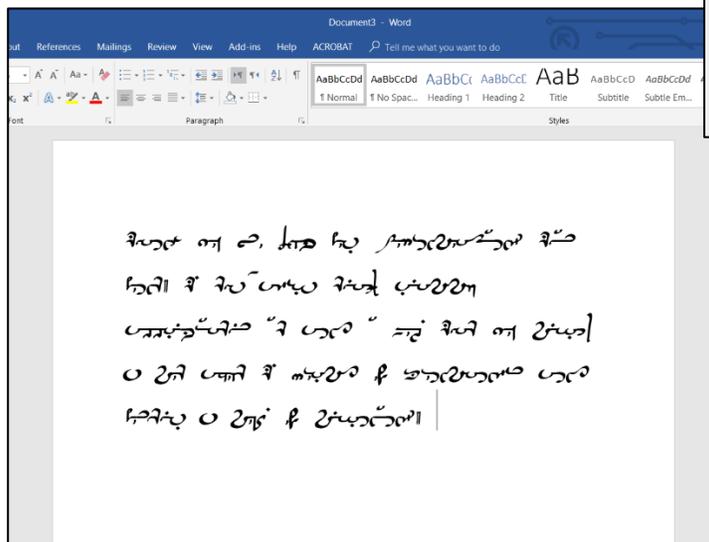
- 5. Highlight the text and select "Font..."



- 6. In the "Advanced" tab, check the boxes labeled "Kerning for fonts" and "Use Contextual Alternates". Also, in the drop down menu for "Ligatures", select "All".

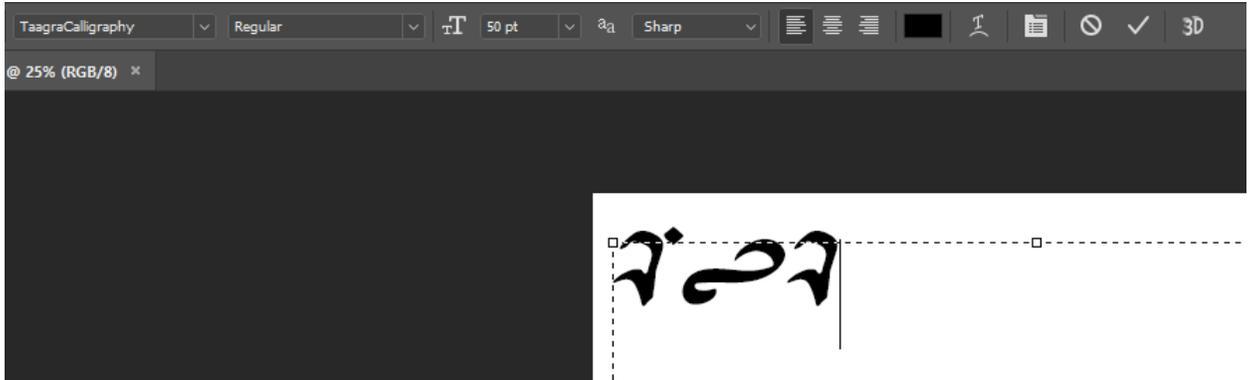


- 7. Congratulations! You're all done!

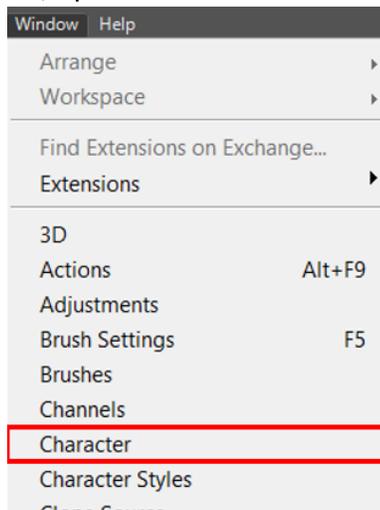


Adobe Programs

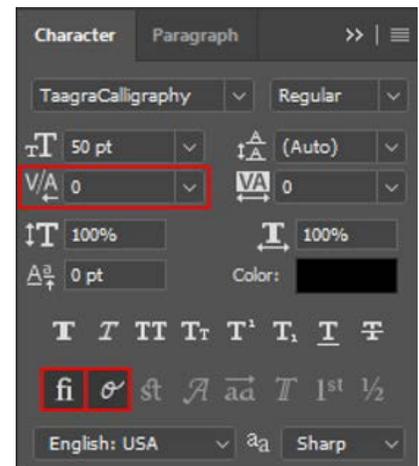
4. Create a new document and choose the downloaded font and begin typing. You will notice that the letters don't connect yet.



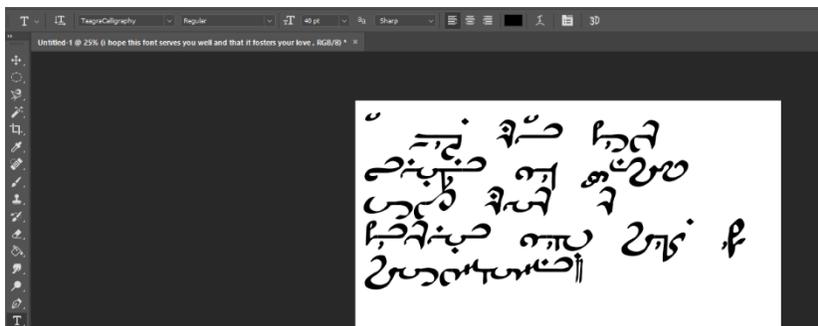
5. If it is not already visible, open the Character window found under the Windows tab.



6. In the Character window, ensure that the "Standard Ligatures" and "Contextual Alternates" buttons are selected. If they are selected, you may need to deselect and reselect them. Also set the kerning drop down menu to 0.



7. Congratulations! You successfully set up your Ta'agra font!



Tips for Use

Here are some quirks you will want to keep in mind when typing in Ta'agra:

- In Word, the apostrophe tends to change back to the default font, so you can also use a hyphen (-) or the letter x to get the dok-hai symbol.
- Similarly, Microsoft Word also tends to change double quotes (“”) back to the default font, but these can alternately be typed using the arrow keys (< >).
- When typing numbers, they will automatically combine with the next number. To manually prevent this, you can use either the semicolon (;) or asterisk (*) between the numbers to keep them separated.