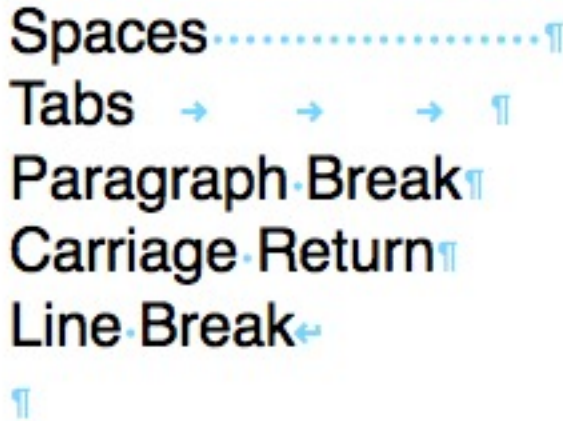



Hidden (control) characters can be platform specific and may create problems when trying to share documents via the WEB and other Cloud based utilities.

Example of "Hidden" formatting characters (in Page Editors)...





How to see hidden (invisible) text formatting characters: [http://youtu.be/-uv\\_NAnQO68](http://youtu.be/-uv_NAnQO68)




Problems occur when inserting these "Line Breaks"  ([Shift]+[Return]) while editing or they were already included in the downloaded song file.

See: [Newline - Wikipedia, the free encyclopedia](#) ...

*In [computing](#), a [newline](#), also known as a [line ending](#), [end of line \(EOL\)](#), or [line break](#), is a special [character](#) or sequence of characters signifying the end of a [line](#) of text. The actual codes representing a newline vary across operating systems, which can be a problem when exchanging text files between systems with different newline representations.*

OnSong (as do some other text reading apps) do not usually like "Line Breaks"  in the text.

Some Apps turn  [tab]s into X number of spaces, some do not.

"Line Breaks"  are now used in Page Editors to force a conditional Carriage Return & Line Feed within a Paragraph. This is great when used within the Page Editor but can cause pain when the text displaying app knows nothing about the special function of the "Line Break" in the Page Editor. There also seems to be a problem with the use of "Line Breaks"  in documents converted to PDF, the pdf docs show the formatting correctly but if you try to convert the PDF to a text document the "Line Breaks"  disappear and the song paragraphs show as one continuous wrapped line of text.

Bottom line:

If you want to use song documents across many different platforms and file types:

Don't use "Line Breaks" ← in song documents.

Don't use text boxes or forms/charts etc.

Don't use headers and footers.

Avoid custom → tab types & spacing.

Avoid imbedded graphics/pictures in the text lines.

When inserting special characters (like "Down Arrows" ↓) use Web safe/cross platform character set encodings (Unicode compliant) [Safe web fonts](#) (not an exhaustive list) (see list below)

When exporting to text file format try to use Unicode 16. (Although Unicode 8 should work universally it sometimes fails when the text is moved across platforms/apps. (DOPOM))

*"5 But the Lord came down to see the city and the tower the people were building.  
6 The Lord said, "If as one people speaking the same language they have begun to do this, then nothing they plan to do will be impossible for them.  
7 Come, let us go down and confuse their language so they will not understand each other."*



## Safe web fonts

Not all fonts play nice, especially when documents are shared with different platforms and Apps. You should only use the Bolded fonts listed below if you wish to avoid problems.

A very nice discussion of the history of typefaces is taken from <http://www.xnet.se/xpo/typetalk/> and archived [here](#).

Another font comparison page [is here](#), [archived here](#). The same site has more excellent [information about fonts here](#), [archived here](#).

Another document cross-linking fonts [is here](#).

The fonts that are most safe to use are:

- **Arial / Helvetica**
- **Times New Roman / Times**
- **Courier New / Courier**
- 

Other options that usually work cross-platform are:

- **Palatino**
- **Garamond**
- **Bookman**
- **Avant Garde**
- 

Fonts that work on Windows and MacOS but not Unix+X are:

- Verdana
- Georgia
- Comic Sans MS
- Trebuchet MS
- Arial Black
- Impact

## **Common sans-serif fonts**

Helvetica is the granddaddy here, but Arial is more common on modern OS's.

### **Helvetica**

ABCDE abcde 012345 &\*!.,.

Helvetica is a sans-serif font. It is a good choice for short text, perhaps a paragraph or two in length. Unix and Macintosh computers have had always had Helvetica, and it is a native font on PostScript printers.

### **Arial**

ABCDE abcde 012345 &\*!.,.

Arial is near-copy of Helvetica, updated slightly. Windows uses Arial in place of Helvetica.

## **Common serif fonts**

Times is the grand-daddy of serif fonts, but Times New Roman is more common on recent OS's.

### **Times**

ABCDE abcde 012345 &\*!.,.

Times (also called Times Roman) is the traditional serif font. It is available on Macintosh and Unix computers, and is a core PostScript font. Times was designed for use as newspaper column text. It has a small size, compared to most other fonts.

## **Times New Roman**

ABCDE abcde 012345 &\*!.,

Times New Roman is Microsoft's version of Times. It is available on Windows computers, and most Macintosh computers.

## **Common monospace fonts**

Designed to mimic typewritten output, these fonts are often used when writing code. Courier is the grand-daddy, while most recent OS's have Courier New.

### **Courier**

ABCDE abcde 012345 &\*!.,.

Courier is the traditional monospace font. It is available on Macintosh and Unix computers, and is a core PostScript font.

### **Courier New**

ABCDE abcde 012345 &\*!.,.

Courier New is Microsoft's version of Courier. Most Windows and Macintosh computers will have Courier New.

## **Less-common sans-serif fonts**

Verdana is popular, but still new to the scene. Tahoma's style is half-way between Verdana and Arial. Comic Sans MS is often liked for its informal feel. Avante Garde is big and spacious. Impact and Arial Black are both designed for titles and headings. All of the fonts in this section suffer from the problem that most Unix machines don't have the fonts.

### **Verdana**

ABCDE abcde 012345 &\*!,,

From around 2000 until mid-2002, Microsoft distributed a set of Web-optimized fonts, for free use. They have stopped allowing downloads, but still ship the fonts with Windows. Verdana is a sans-serif replacement. Its lowercase letters are very large, compared to the overall size of the font, which makes text easy to read on the web.

Unfortunately, the stretching of Verdana lowercase letters has two drawbacks. One issue is that the stretched letters don't look quite right when printed—compare them to Arial, for example. The other problem is that some people don't have the Verdana font, and these people may have trouble reading a web page that uses Verdana. The problem is that while 9 pt Verdana is readable, 9 pt Arial is not readable, and a person who doesn't have Verdana will probably have their web browser choose Arial as the substitute font.

## **Tahoma**

ABCDE abcde 012345 &\*!.,

Tahoma is another of Microsoft's web fonts. It is not as widely available as Verdana or Arial are.

## **Arial Black**

**ABCDE abcde 012345 &\*!.,**

**Arial Black is a version of Arial designed for headlines.**

## **Comic Sans MS**

ABCDE abcde 012345 &\*!.,

Comic Sans MS is a sans-serif font with a soft, rounded style.

## **Impact**

**ABCDE abcde 012345 &\*!.,**

**Impact is a Microsoft Web font, designed for headlines.**

## **Avant Garde**

ABCDE abcde 012345 &\*!.,

Avant Garde or Century Gothic. HP Printers call this Avant Garde Gothic.

## Less-common serif fonts

Georgia is a web-optimized serif font, but is still a newcomer. Palatino is as old and established as Times is, but [looks terrible](#) on recent Unix systems. Century Schoolbook, Garamond, and Bookman seem to be available on Unix systems, but I am not sure how widespread they are on Windows/Mac systems.

### Georgia

ABCDE abcde 012345 &\*!.,.

Georgia is a Microsoft Web font. It has serifs but also has large lowercase letters, similar to Verdana. It is a nicely readable screen font, but has the same problems that Verdana does: it looks bad when printed, and paged designed for Georgia will look bad if rendered in Times, because of the difference in letter size.

### Palatino

ABCDE abcde 012345 &\*!.,.

Palatino is a less-commonly used serif font. It is available on Macintosh and Unix computers, and is a core PostScript font. It is available on Windows computers under alternate font names.

Palatino was originally designed as a display font—for example, to be used in lettering on signs. Nevertheless, it is commonly used to set body text.

### Bookman

ABCDE abcde 012345 &\*!.,.

Bookman, also called Bookman Old Style. Not shipped with WinXP. Shipped with MS Office 2000.



## **Garamond**

ABCDE abcde 012345 &\*!.,

Garamond. There are a lot of variants of this font. Not shipped with WinXP.

## **Century Schoolbook**

ABCDE abcde 012345 &\*!.,

Century Schoolbook is a core postscript font. You cannot rely on its being present on Windows computers. Not shipped with WinXP.

## **Less-common monospace fonts**

Andale Mono is similar to Verdana and Georgia; it is a new font, not widespread, and not available on Unix or on some Windows computers.

Andale Mono

ABCDE abcde 012345 &\*!.,.

Andale Mono is yet another Microsoft's monospace typeface. It has some resemblance to Monaco. Not shipped with WinXP.