

Setup Guide
for **UNIX Systems**

StarOffice 5.1

Sun Microsystems, Inc.

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Registration

How to Register - Overview

Thank you for choosing StarOffice! For the exact license details of StarOffice, read the enclosed license document. Please note: StarOffice is neither Freeware nor Shareware!

During the Setup program, the license agreement will appear on your screen. Please read it carefully and then click the **ACCEPT** button in the installation dialog if you agree with the conditions and decide to install StarOffice.

After installation of your StarOffice

After installation of your StarOffice you can enter your user data under **TOOLS - OPTIONS - GENERAL - USER DATA**. This data can be altered at any time. Every time you start StarOffice you will also be asked in a dialog if you wish to have yourself registered as StarOffice user.

Registering as a StarOffice User

Your registration as a StarOffice user is carried out exclusively online. You have the following two registration possibilities:

- ◆ Select the function **HELP - REGISTRATION**. You will immediately access a website containing the registration form.
- ◆ After starting your StarOffice you will be asked by dialog if you wish to have yourself registered as a StarOffice user. If you select the dialog option **REGISTER NOW** you will immediately access the registration form.

After registering we will send you a user name and a password which can be used to alter your registration data at any time. Of course, it doesn't need to be mentioned that Sun Microsystems will use the data sent to them for internal purposes only and will not pass any information on to third parties.

Registration Dialog

A dialog containing the options for having yourself registered as a StarOffice user will appear when StarOffice has been started:

- ◆ **PLEASE REGISTER NOW** directly accesses the website www.sun.com/staroffice/registration where you can register as a StarOffice user.

- ◆ **REMINDE ME TO REGISTER LATER** will show the registration dialog after each StarOffice start and thus offers you the possibility of registering as a StarOffice user at a later date..
- ◆ **NEVER REGISTER** means that the registration dialog will no longer be displayed when StarOffice is started. By using the function **HELP - REGISTRATION**, however, you are able to register as a StarOffice user at any time.
- ◆ **I AM ALREADY A REGISTERED USER** also means that the registration dialog will no longer appear whenever StarOffice is started. This may be the case if you already registered as a user when downloading StarOffice or if you wish to reinstall your StarOffice at a time after having registered. Your registration data can be changed at any time by using the function **HELP - REGISTRATION**



Installing StarOffice

The installation of StarOffice has been planned to be carried out in easy-to-follow steps. In this section you will learn how to proceed and what you need to watch out for. At the end of this section you will find an explanation on how to modify your StarOffice installation.

The following section contains information about installing StarOffice as a Single User version or as a Network version. Please note that if you are installing a network then you must have a license for each user. For more information about purchasing network licenses contact the Sun Microsystems Sales department.

Installation Type	Purpose
SINGLE-USER INSTALLATION	StarOffice is to be used on one computer only and with one user at a time.
NETWORK INSTALLATION	The entire installation of all components results from a network server. All individual user installations are based on this network installation. This installation is also known as Server Installation.
USER INSTALLATION	The installation for a single user on the network. The server ('s Network Installation) loads some components at runtime; the particular configuration and user-related files are stored on the user's area. The User Installation is also known as Workstation Installation.

For the single-user installation you have to login as an ordinary user on your operating system. Then you should install StarOffice in a sub-directory of the user's home directory.

If you wish to run the Single-User installation, you have to login as a "normal" user. Then, install the StarOffice in a subdirectory (to be specified) of your home directory.

The administrator in the Network Installation first installs StarOffice on a Network volume (Server Installation). After that every user can install any file in its own home directory (User Installation). (An administrator can also login as an ordinary user and install 'his' StarOffice USER INSTALLATION.

However, it is strongly recommended NOT TO RUN StarOffice from the server installation).

Finally, we will describe how to access the Printer Administration Utility program to define the printer, fax and fonts from StarOffice.

Hardware / System Requirements for Linux

The following equipment is required for StarOffice 5.1 for Linux:

- ♦ Standard PC (Intel 'x86)
- ♦ 32 MB RAM or more, and enough free disk space on your hard disk (depending on the type of installation up to 170 MB, typically 120 MB)
- ♦ CD-ROM

Your Linux installation should have following characteristics:

- ♦ Linux Kernel 2.0.x or higher
- ♦ X windows installed with a window manager
- ♦ X Server with a minimum of 256 grey scales or colors
- ♦ Libc version higher or equal to Libc.so.6.x (GLibc2)



For more Information about GLibc2, please refer to the special "Readme" file.

General Installation Tips

You'll find important tips for the installation in the readme.txt files on the installation's CD. There is a readme.txt file in the CD's base directory and resp. in the platform specific directions in the office51 sub directory. We strongly recommend that you read the latest installation notes in the README file on the CD. The file contains the very latest information, that has only been available after the printed manual was produced.

- ♦ Insert the StarOffice 5.1 CD in your CD-ROM drive.

Under Solaris, the StarOffice installation files will be available after a few seconds in the directory path: /cdrom/solaris/office51. If you have disabled under Solaris the automatic volume management, use "volcheck cdrom" to activate this function, in order to start the setup program from the CD-ROM.



At any time, you can exit the installation using the **CANCEL** button. Of course, StarOffice will not run if you cancel the installation.

Special notes relative to the Unix (Solaris, Linux etc.) versions

We tried to take into consideration the differences between the operating systems wherever possible.

However, the printed "User's Guide" was written for the StarOffice Windows version. Depending on the operating system used on your computer, not all functions may be applicable as described. The appropriate description can be found in the StarOffice help where the most recent User's Guide is also contained.

In case you are not yet familiar with the expressions used in the printed User's Guide, find a table with the most important differences below:

User's Guide	In Unix
Folder paths such as C:\Office51	Please use the corresponding folder paths such as /drive_c/Office 51
Sversion.ini (in the Windows directory)	.sversionrc in the home directory
Soffice.ini in the Office directory	.sofficerc in the Office directory

Starting StarOffice

Starting StarOffice in the UNIX (Solaris, Linux etc.) operating systems is slightly different as stated in the User's Guide. The reason for that is that the Guide refers to the windows version.

After successfully installing StarOffice, you will find a directory with the StarOffice installation files and sub-directories.

Go to the /bin sub-directory of your new StarOffice installation. Start StarOffice using the command `./soffice`.

Contents of the Installation CD

The current StarOffice can be installed with a CD-ROM that supports only one platform. This exists in the /office51 directory. The names of the multi platforms CDs read as follows:

- ◆ Windows version: \windows\office51
- ◆ OS/2 version: os2\office51
- ◆ Linux version: linux/office51
- ◆ Solaris Sparc version: solaris/office51
- ◆ Solaris X86 version: solarisi/office51

Note: in order to be able to run (execute) the setup program, you have to mount the CD ROM with the appropriate rights

If you have mounted the CD on /cdrom, the installation directory for the StarOffice 5.1 version for Solaris reads as follows:

```
/cdrom/solaris/office51
```

Single User Installation

This version is suitable if you want to use StarOffice on a stand-alone computer for one or more users with their individual configuration (one user at a time).

In Unix, the Single-User Installation of StarOffice can be run, if you own just one license of StarOffice.

When installing the Single User Installation, make sure to have the appropriate execute and write access to the sub-directory of your home directory where you intend to install StarOffice locally.

Installation Requirements

Depending on the selected options, you will need anywhere from 110 to 140 MB free space in the directory where you install StarOffice. Some additional space (20 MB) is required during the installation for temporary files, which are automatically deleted after the installation is complete. You will also need a approximately 80 MB of free space on the swap volume.

Starting the Single User Installation Setup Program

Login to the system with your user name (not as administrator).

Switch to the X-Windows interface, unless this view is automatically active.

Switch to the installation directory on the CD, either via a command line in a terminal window or via the File Manager. For example, you can use the following command:

```
cd /cdrom/solaris/office51  
cd /cdrom/linux/office51 (for Linux)
```

Execute the installation script with the command

```
./setup
```



If you have already installed a previous version of StarOffice, check if the `.sversionrc` file can be found in your home directory. This file indicates the path and version number of the installed StarOffice version. If the installation you intend to run has the same version number, a new installation can only be run after the previous has been deinstalled.

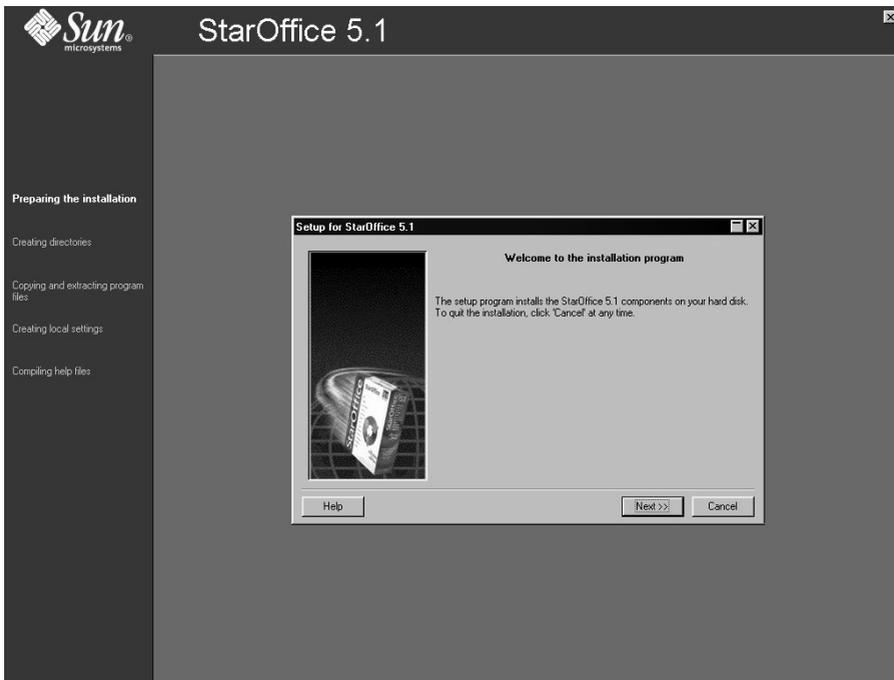
Run the Setup program from the correct directory (where the setup program is located) on the installation CD.

You can run the Single User installation without passing parameters, only the Network Installation requires such optional strings.

Now the setup program is initialized and started.

The Setup Dialogs

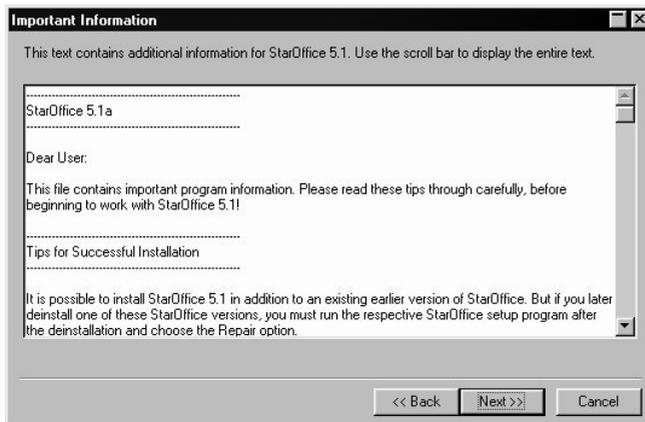
First, you will see a license agreement dialog.



The setup program now offers HELP dialogs that can be activated using the respective button. Use the BACK (!!!) button to continue with the installation. DO NOT use the Close button. This would cancel the installation immediately!

- ♦ Confirm the Welcome dialog by clicking the NEXT button.

Now appears a window with the content of the readme file. In the StarOffice directory, you can open and read this file after the installation.



- ◆ Read the readme file and confirm with a click on the **NEXT** button.

You see now a window with the license agreement.



- ◆ Please carefully read the license agreement. If you agree to all points, click **ACCEPT** to continue installation. If you do not agree with the license terms then click **CANCEL**. If the latter is the case StarOffice will not be installed.

You will now see the **ENTER USER DATA** dialog.

- ◆ A dialog appears where you can enter your personal user data.
- ◆ The data you specify here will be automatically inserted in the fields of the letter, fax or business card templates from StarOffice.



If you do not specify your e-mail address, some of the mail and news functions may not be available. Enter only your current e-mail address. This is necessary for since your customer number and registration key will be automatically mailed to this address

- ◆ This dialog can be called up later by using the menu **TOOLS - OPTIONS - GENERAL - USER DATA**.
- ◆ Click **NEXT** to continue the installation.

You see the next dialog of the StarOffice Setup programs with the selection of the installation type.

The required memory shown here is based on the cluster size of the next target volume.



For a normal user, the **STANDARD INSTALLATION** is recommended. In this case, all components are installed, and you will be prompted to specify the directory in which to install StarOffice.

In a **CUSTOM INSTALLATION** you can specify the individual components to be installed. If StarOffice is already installed (in this case, the Custom Installation option is named **MODIFY INSTALLATION**), this mode is used to re- or deinstall certain components. The dialog is also used to select the directory in which to install StarOffice.

The **MINIMUM INSTALLATION** only installs the basic components required in order to run StarOffice, excluding the help files and most of the samples and templates. This option is not recommended for a network installation.

Selecting the installation directory

After entering the required information, click Next. In the subsequent dialog, you can choose the desired installation directory.

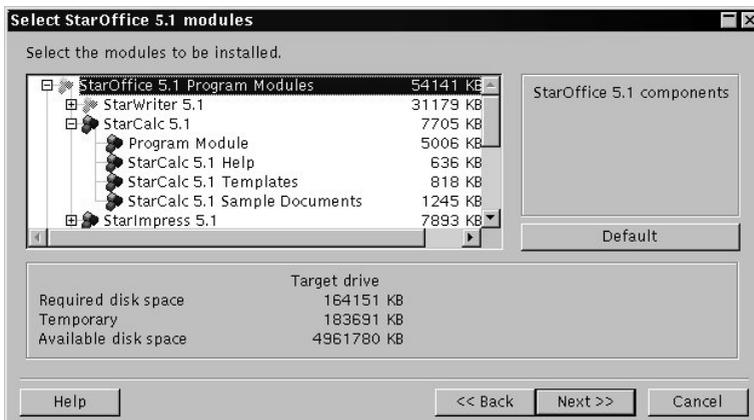


You can either BROWSE to select the directory where to install or type the path in the text box directly.

Click NEXT.

Selecting Custom Installation Components

If you select the CUSTOM INSTALLATION, a dialog appears where you can choose any desired components



By default, all options are selected, as indicated by the blue icons next to the respective components. If you wish to remove individual components, click a filled icon to deselect the option. Blank icons indicate components that will not be installed. A gray main group icon means that only some of the components are to be installed. Open the main groups by clicking on the plus sign beside the name, and select the components you wish to install by clicking the respective icon.

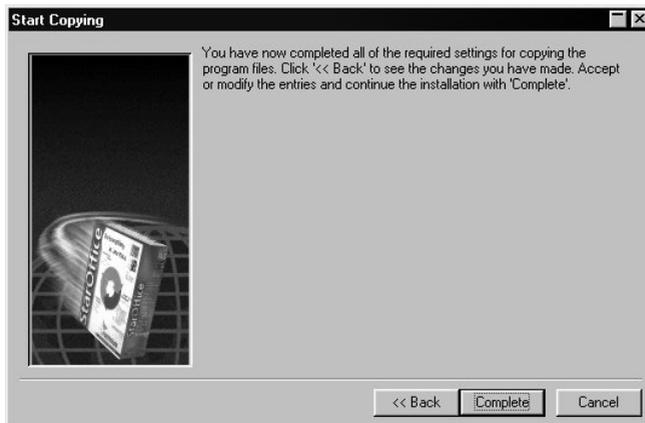
If you click the plus sign beside the name of a component, the list with sub-components appears. Here again, you can install the respective component by selecting the entry. Deselect a component if you do not wish to install it. If you select only some of the installable filters, for instance, the little boxes appear in gray.

In compliance with legal restrictions, the installation of the available linguistic modules (spell-checker and thesaurus) is limited to 3 modules at one time.

You can use the **DEFAULT** button, to restore the original settings.

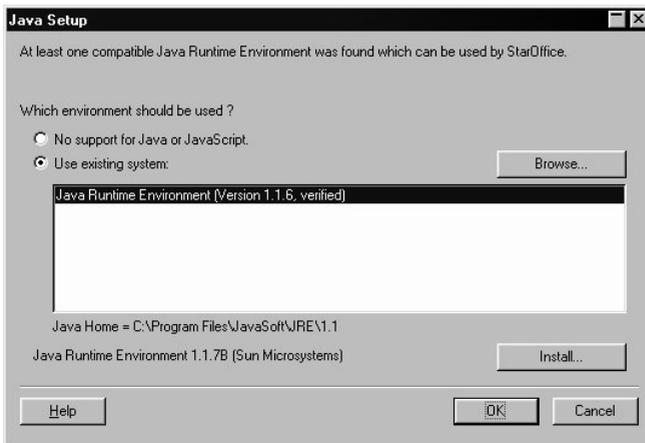
- ◆ After you have chosen the desired modules, click the **NEXT** button.

Now starts the copying process.



Click the **COMPLETE** button to continue to the next dialog.

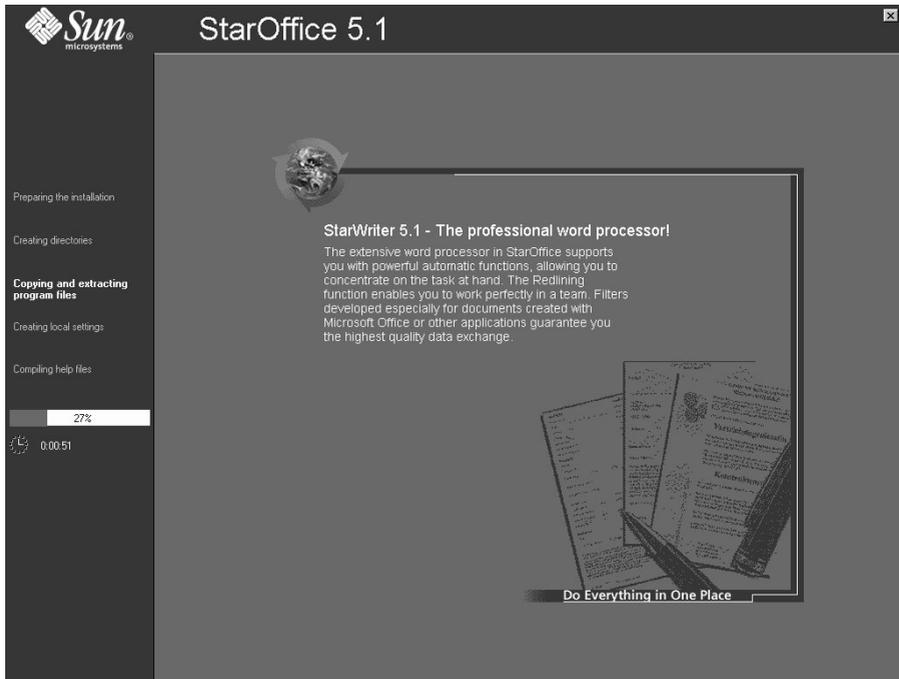
A dialog will be shown, which lists registered Java-versions in your system.



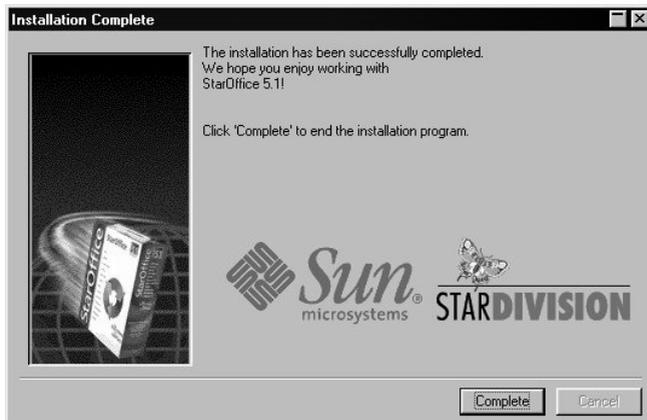
Select the Java Runtime environment you wish to use with StarOffice. StarOffice also uses Java internally to process JavaScript! You need to use the Java Runtime Environment version 1.1.6 or higher. If you have already installed a version more recent than 1.1.6 then you do not need to install the version provided.

Further information about installing Java can be found .

Select the desired option and click OK.



In the Setup main window, the progress of the installation is indicated. The installation is now complete.



Click COMPLETE.

To start StarOffice, switch to the Office51/directory and execute the start script with the command.

```
./soffice
```

You can add the Office51/bin directory to the path for programs thus enabling the start of StarOffice from any directory with the command "soffice". To define a default printer, activate the Printer Administration Utility, as described below in this same chapter.

After installation you should log out and log in again to update the CDE integration.

Network Installation

The system administrator has to install StarOffice with the 'Network Installation' on the server on which the user installations will be based.

The installation of StarOffice as a network version occurs in two steps. First, you must login to the system as "root" user and use the "/net" option to install the complete StarOffice in the desired directory on the server, where user has After this SERVER INSTALLATION, each user can login to the system as usual and install StarOffice in their respective home directory. This is the USER INSTALLATION. Only a few necessary files are installed. (Do NOT run StarOffice as root from the Server Installation. An administrator can also login as an ordinary user and install 'his' StarOffice User installation.)

Installation Requirements on the Network Server

Depending on the selected options, you will need 140 MB free space in the directory where you install StarOffice. Some additional space (20 MB) is required during the installation for temporary files, which are automatically deleted after the installation is complete. You will also need a approximately 80 MB of free space on the swap volume

Starting the Setup Program on the Network Server

Login to the system as administrator (admin).

Switch to the X-Windows interface, unless this view is automatically active.

Switch to the installation directory on the CD, either via a command line in a terminal window or via the File Manager. For example, you can use the following command:

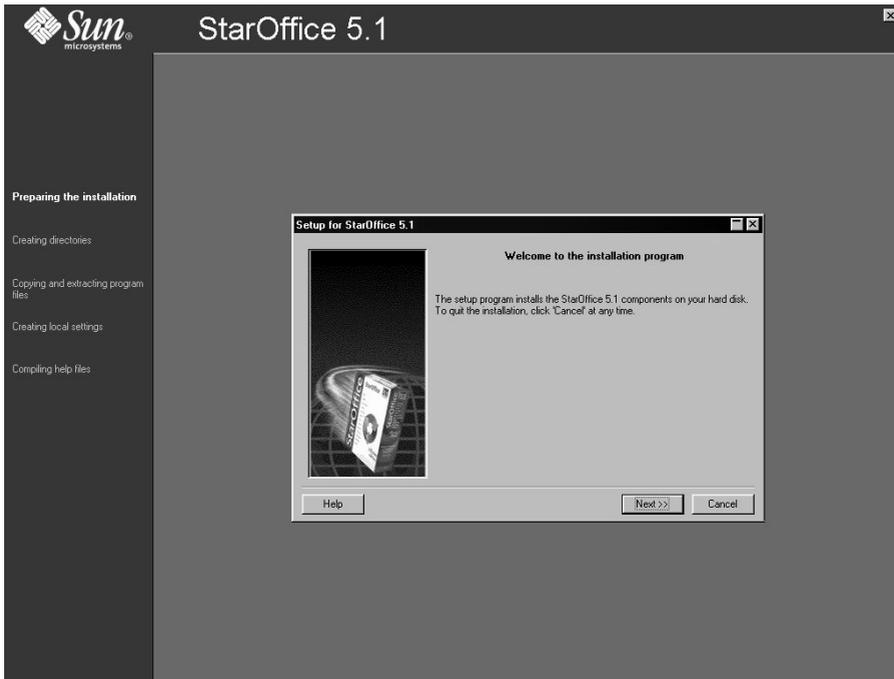
```
cd /cdrom/solaris/office51 (in Solaris)
cd /cdrom/linux/office51 (in Linux)
```

Execute the installation script with the command:

```
./setup /net
```

Dialogs in the Setup Program

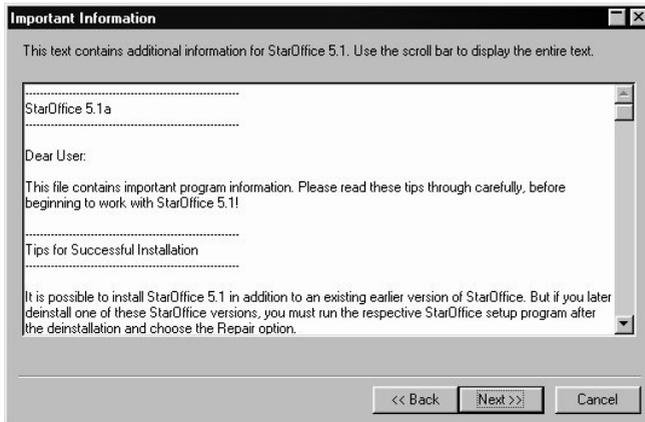
First, you will see a license agreement dialog.



The setup program now offers **HELP** dialogs that can be activated using the respective button. Use the **BACK (!!!)** button to continue with the installation. **DO NOT** use the **Close** button. This would cancel the installation immediately!

♦ Confirm the **Welcome** dialog by clicking the **NEXT** button.

Now appears a window with the content of the **readme** file. In the **StarOffice** directory, you can open and read this file after the installation.



- ◆ Read the readme file and confirm with a click on the NEXT button.

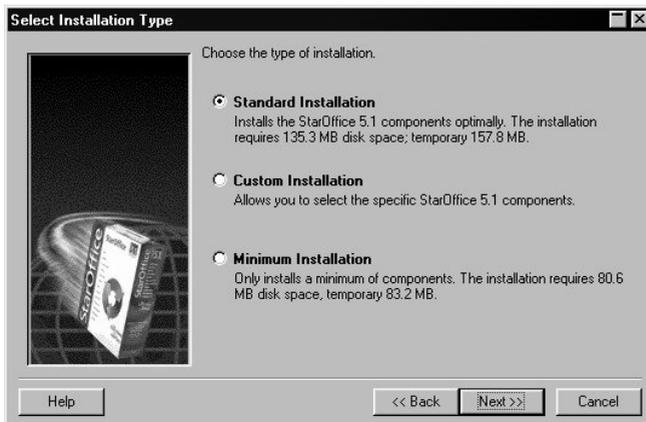
You see now a window with the license agreement.



- ◆ Please carefully read the license agreement. If you agree to all points, click ACCEPT to continue installation. If you do not agree with the license terms then click CANCEL. If the latter is the case StarOffice will not be installed.

You see the next dialog of the StarOffice Setup programs with the selection of the installation type.

The required memory shown here is based on the cluster size of the next target volume.



When installing StarOffice on a network server in the Network Installation mode, you should select all components. Therefore, choose CUSTOM INSTALLATION, select a directory in the following dialog, and then select all available options in the next following dialog.

Choose CUSTOM INSTALLATION to select / deselect the available options. If StarOffice is already installed, this option can be used to modify (delete or add) your selections (in this case, the Custom Installation option is named MODIFY INSTALLATION).

Selecting the installation directory

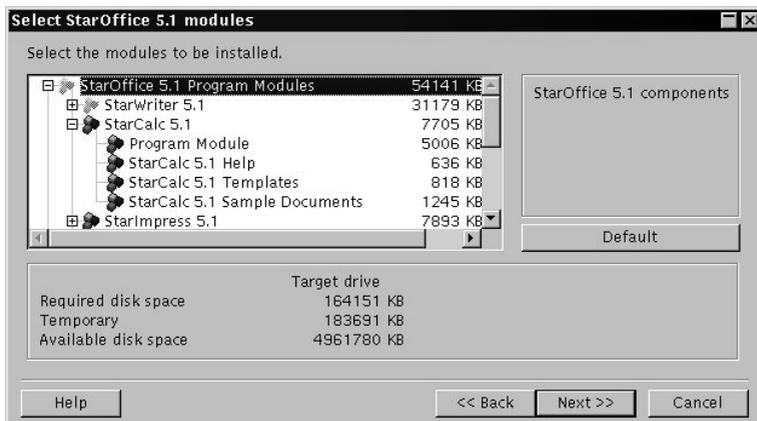
Once the installation type has been chosen, the Select Installation Directory dialog appears.



Click the **BROWSE** button to open the installation directory dialog or enter a pathname for the installation in the text field.

Click **NEXT**.

If you select the **CUSTOM INSTALLATION**, a dialog appears where you can choose any desired components



By default, all options are selected, as indicated by the blue icons next to the respective components. If you wish to remove individual components, click a filled icon to deselect the option. Blank icons indicate components that will

not be installed. A gray main group icon means that only some of the components are to be installed. Open the main groups by clicking on the plus sign beside the name, and select the components you wish to install by clicking the respective icon.

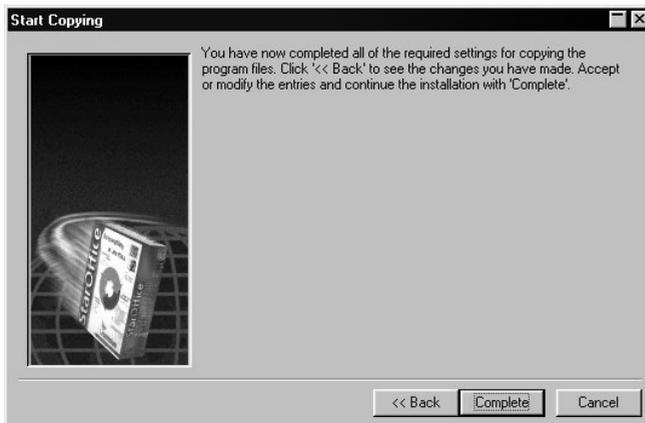
If you click the plus sign beside the name of a component, the list with sub-components appears. Here again, you can install the respective component by selecting the entry. Deselect a component if you do not wish to install it. If you select only some of the installable filters, for instance, the little boxes appear in gray.

In compliance with legal restrictions, the installation of the available linguistic modules (spell-checker and thesaurus) is limited to 3 modules at one time.

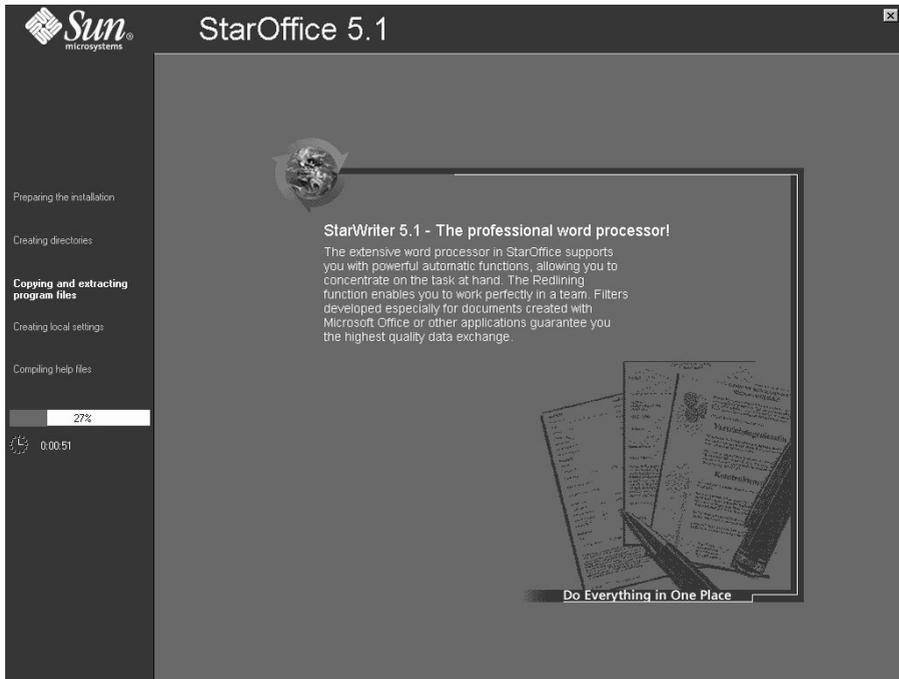
You can use the **DEFAULT** button, to restore the original settings.

- ♦ After you have chosen the desired modules, click the **NEXT** button.

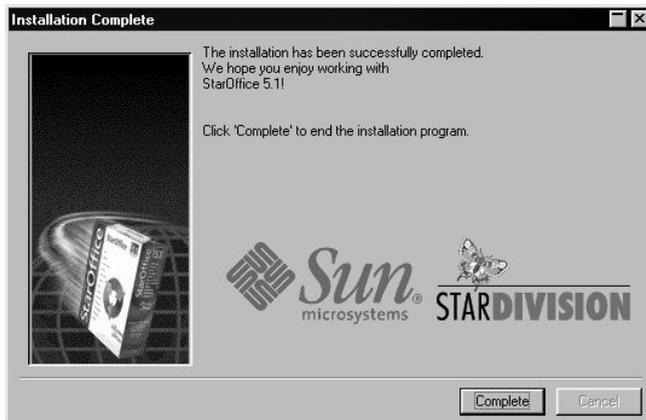
Now starts the copying process.



Click the **COMPLETE** button to continue to the next dialog.



In the Setup main window, the progress of the installation is indicated. The installation is now ended.



Click COMPLETE

Next, each user can set up his own user installation in his home directory.

You can also select Printer Administration Utility as root on the Server, to install printer settings for individual user installations, Fonts and more.

User Installation

In the network, each user can perform a User Installation under his login name using the setup program from the Network (Server) Installation.

Requirements for the User Installation

In the sub-directory of the user's home directory, 2 to 3 MB free space are required.

Starting the Setup Program by the User

Prior to running the User Installation's setup program, a Network Installation has to be executed successfully.

Login to the system with your user name.

Switch to the X-Windows interface, unless this view is automatically active.

Switch to the installation directory on the server, either via a command line in a terminal window or with the File Manager and go to the Office sub-directory bin. For example, you can use the following command (depending on your server's install location, the following path could be applied):

```
cd /opt/Office51/bin
```



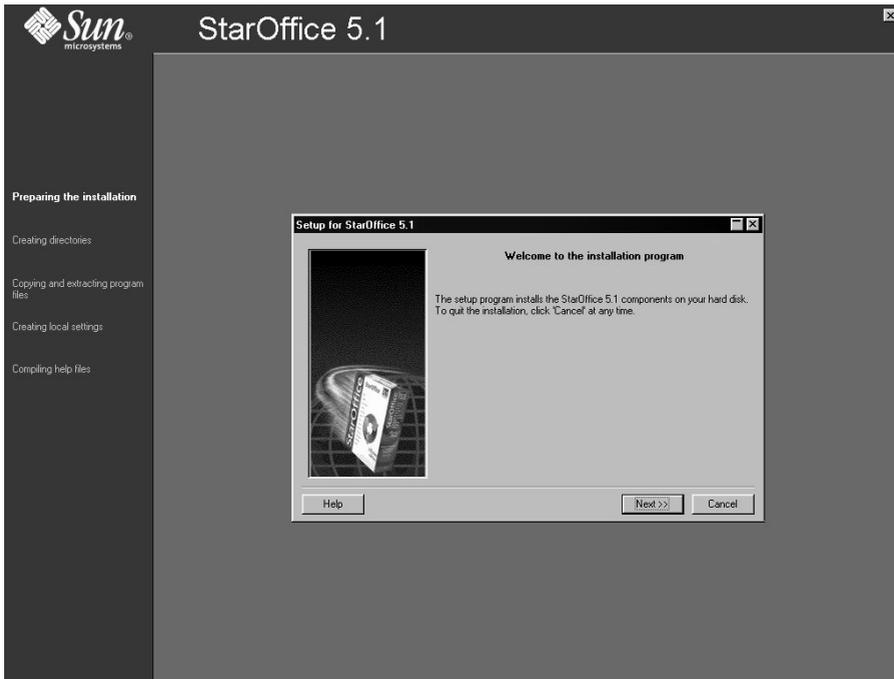
If you have already installed a previous version of StarOffice, check if the `.sversionrc` file can be found in your home directory. This file indicates the path and version number of the installed StarOffice version. If the installation you intend to run has the same version number, a new installation can only be run after the previous has been deinstalled.

Execute the installation script with the command

```
./setup
```

The Setup Dialogs

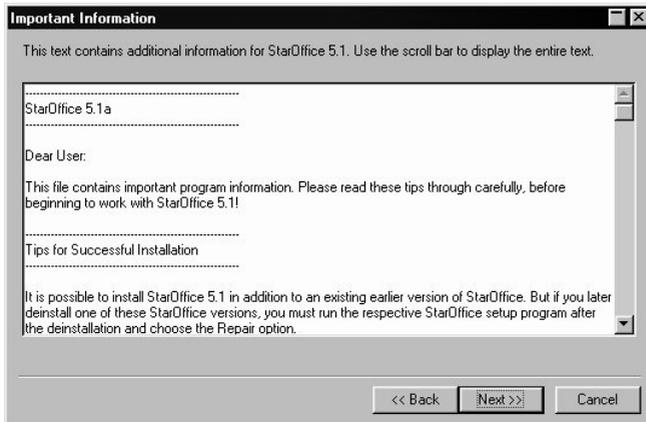
First, you will see a license agreement dialog.



The setup program now offers **HELP** dialogs that can be activated using the respective button. Use the **BACK (!!!)** button to continue with the installation. **DO NOT** use the Close button. This would cancel the installation immediately!

♦ Confirm the Welcome dialog by clicking the **NEXT** button.

Now appears a window with the content of the readme file. In the StarOffice directory, you can open and read this file after the installation.



- ◆ Read the readme file and confirm with a click on the NEXT button.

You see now a window with the license agreement.



- ◆ Please carefully read the license agreement. If you agree to all points, click ACCEPT to continue installation. If you do not agree with the license terms then click CANCEL. If the latter is the case StarOffice will not be installed.

You will now see the ENTER USER DATA dialog.

- ◆ A dialog appears where you can enter your personal user data.
- ◆ The data you specify here will be automatically inserted in the fields of the letter, fax or business card templates from StarOffice.



If you do not specify your e-mail address, some of the mail and news functions may not be available. Enter only your current e-mail address. This is necessary for since your customer number and registration key will be automatically mailed to this address

- ◆ This dialog can be called up later by using the menu **TOOLS - OPTIONS - GENERAL - USER DATA**.
- ◆ Click **NEXT** to continue the installation.

Select the **STANDARD WORKSTATION INSTALLATION**. This installs only the files that contain variable user data. Click the corresponding option.

The **STANDARD INSTALLATION LOCALLY** will install a complete version of StarOffice on your local hard disk and can be source of a Server Installation.

Selecting the installation directory

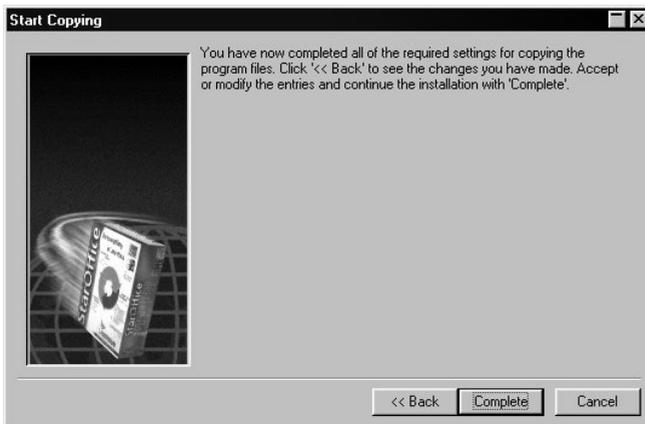
After entering the required information, click Next. In the subsequent dialog, you can choose the desired installation directory.



You can either **BROWSE** to select the directory where to install or type the path in the text box directly.

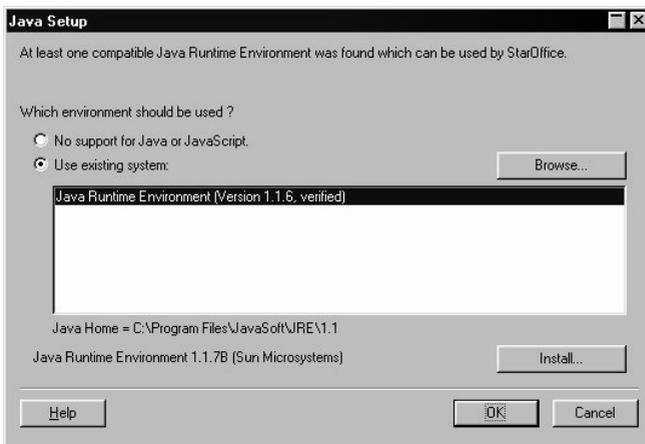
Click **NEXT**.

Now starts the copying process.



Click the COMPLETE button to continue to the next dialog.

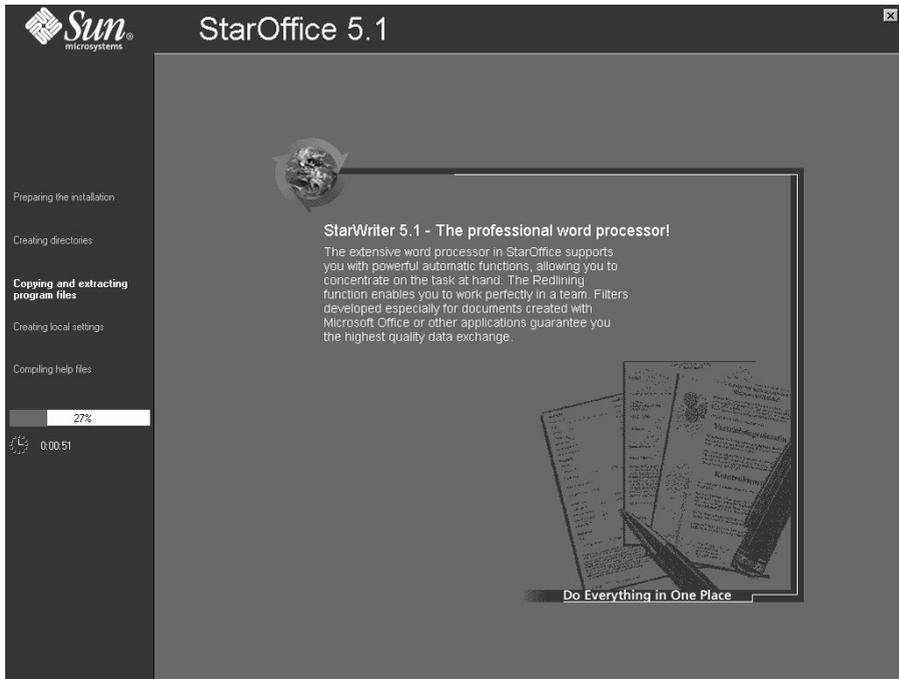
A dialog will be shown, which lists registered Java-versions in your system.



Select the Java Runtime environment you wish to use with StarOffice. StarOffice also uses Java internally to process JavaScript! You need to use the Java Runtime Environment version 1.1.6 or higher. If you have already installed a version more recent than 1.1.6 then you do not need to install the version provided.

Further information about installing Java can be found .

Select the desired option and click OK.



In the Setup main window, the progress of the installation is indicated. The installation is now complete.



Click COMPLETE.

To start StarOffice after it has been successfully installed switch to the directory Office51/bin in your home directory and call up the start script with the command

```
./soffice
```

If you wish, you can add the Office51/bin directory to your path thus enabling the start of StarOffice from any directory with the command "soffice".

Prior to the start of StarOffice you should run the Printer Administration Utility as described in the following. Here you have the possibility to set the printer mode determined by the system administrator and copy these local copies following your needs (with the `SAVE LOCAL SETTINGS` button).

After installation you should log out and log in again to update the CDE integration.

Printer, Fax and Fonts Setup

For Unix versions, you'll have the StarOffice Printer Administration Utility (spadmin), which helps you with the printer, fax and fonts installation in StarOffice.

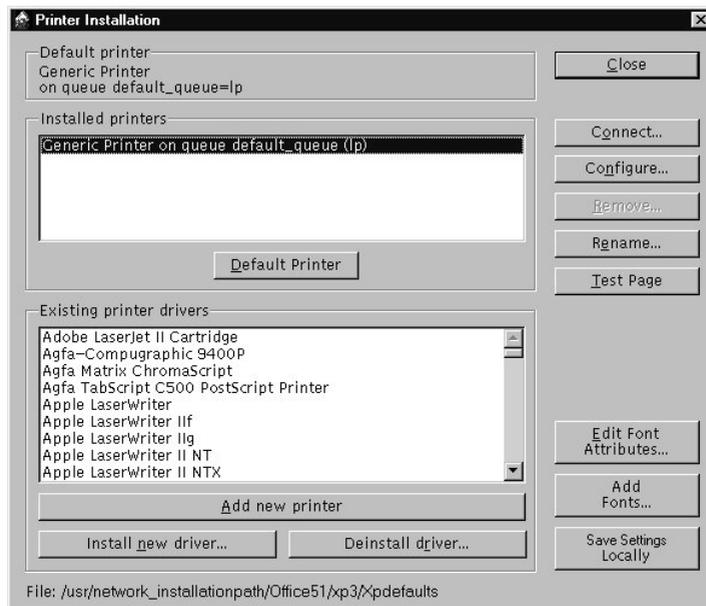
To access the Printer Administration Utility:

- ◆ Switch to the Office51/bin directory.
- ◆ Activate the Printer Setup Utility with:

```
./spadmin
```

If you are in StarOffice, you can also activate spadmin with **START - SETTINGS - PRINTER**.

After starting, you'll notice that the Printer Administration Utility window appears, where you can carry out all important settings.



In a network installation, the system administrator first logs in as a user in the system and activates the Printer Administration Utility, creating a general print configuration file (Xpdefaults in xp3 directory) for all users in the StarOffice installation directory.

Persons using the user's installation can carry out settings in a local file. However, please note the following:

- ◆ In the Printer Administration Utility, if you click the `SAVE SETTINGS LOCALLY` button, the file `Xpdefaults` from the `xp3` directory of the network installation will be copied to your home directory with the name `.Xpdefaults` (please note the dot before the name!).
- ◆ The next time you access the StarOffice program, the `Xpdefaults` in the network installation will be ignored.
- ◆ In case you created a local `.Xpdefaults`, when starting the Printer Administration Utility, you'll see instead of the `SAVE SETTINGS LOCALLY` button the `MERGE SETTINGS LOCALLY` button. This button helps you match your local `.Xpdefaults` with the `Xpdefaults` from the `xp3` directory of the network installation.

Printer Setting

StarOffice in Unix only offers direct support for PostScript printers. Other printers have to be adapted as described below. Basically you can also adapt a PostScript printer, but then, you won't have all the extended possibilities for paper trays or double side printing.

Using a non PostScript Printer

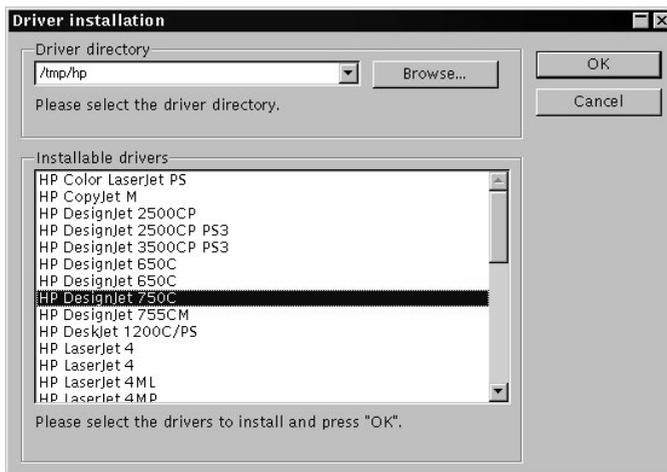
If you're installing a non PostScript printer, you must create a Queue in your system. PostScript transforms this Queue to be able to send it to the printer. It is recommendable to use a common PostScript conversion software like Ghostscript (<http://www.cs.wisc.edu/~ghost/>). In the documentation of the operating system, you will be able to find more information concerning this subject.

In this case you should select the generic postscript printer driver. Please check the correct setting of the page margins. In the next paragraphs, you'll find more information concerning this. You can also delete different standardized installed print drivers. To delete a certain driver, first select the driver and click the `DEINSTALL DRIVER...` button. Be careful not to delete the generic print drive and consider that the drive you'll delete won't be available in the future for other users using the same installation.

Using a PostScript Printer

If you use a PostScript printer, you should always install a compatible description file (PPD) so that the paper trays, if necessary, use the double print possibility and all the installed fonts. What's more, you won't need to set the appropriate page margins. However, it may happen that StarOffice won't be able to use the producer's PPD file, since it was adapted for other programs or it is rather deficient. In these cases we recommend to avoid the selection of paper trays and set the page frames correctly. In some exceptional cases it might be necessary to change a PPD file or to adapt it correspondingly. You can find more information concerning these files in Adobe's server (<http://www.adobe.com>).

Some PPD files are installed as default. In case your printer does not have an appropriate PPD file installed, you can find in the URL <http://www.adobe.com/prodindex/printerdrivers/winppd.html> various PPD files. You can also ask your printer's manufacturer for PPD files. You can unpack the suitable driver with unzip and contain it with spadmin in your system. Click the **INSTALL NEW DRIVER** button and the following window will appear, where you'll be able to unpack the suitable driver.



With **SEARCH...** you can select the directory where you unpacked the PPD file. In the **INSTALLABLE DRIVERS** list field you can select the print drive you want to install and then click **OK**.

You can also delete "old" print drives. In case you want to delete a drive, first select it and click the **Deinstall driver...** button. Please be careful not to

delete the generic print drive and consider that the drive you'll delete won't be available in the future for other users using the same network installation.

In case the printer has installed more fonts than the standard post script fonts, you'll have to load and install AFM files to these additional fonts. You can find AFM files in <ftp://ftp.adobe.com/pub/adobe/type/win/all/afmfiles/>.

Setting, Renaming and Deleting a Printer

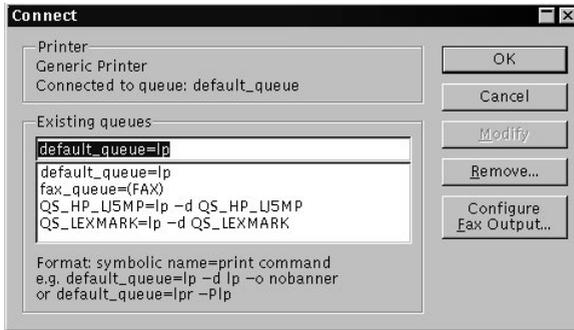
You can adapt various printers with different names and settings, based, however, on the same drive. This enables you to modify the setting in each printout only by selecting a different printer. Therefore, you can, for example, adapt the printer you want to use for the creation of files in PDF or EPS format. To adapt a printer, please do the following:

- ◆ Select a print driver in the **EXISTING PRINTER DRIVERS** list field by double clicking it. It will be shown in the **INSTALLED PRINTERS** list field. When using a non PostScript printer also select the default Generic Printer Drive. That is also recommendable, if you want to use PostScript files to create PDF/EPS files or for non printer specific settings. Please note that a different driver/ print setting can also lead to different document formats, since resolutions, printing areas and amount of installed fonts may differ.
- ◆ On the Printer Administration Utility, click **RENAME...** and the **INPUT** dialog will appear.

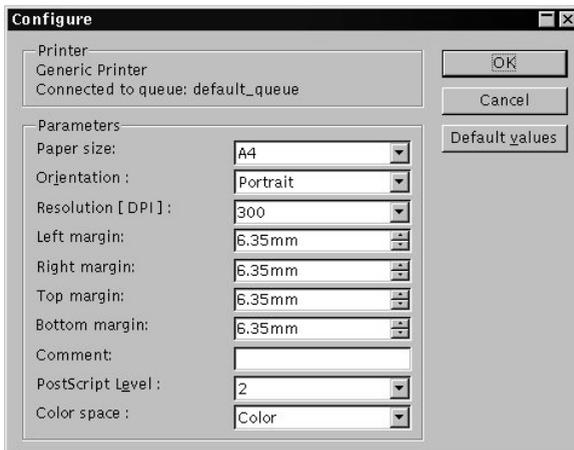


- ◆ Enter a suitable name and click **OK**. It should be a representative name that enables you to recognize the printer. The printer name should be the same for all users, enabling other users to recognize it, even when exchanging documents.
- ◆ You can also delete an "old" printer. Select the printer in the **INSTALLED PRINTERS** list field and click on **REMOVE...**. However, you won't be able to delete the default printer.
- ◆ In the Printer Administration Utility, select the printer in the **INSTALLED PRINTERS** list field and click the **CONNECT...** button.

The **CONNECT** dialog should appear as follows:



- ◆ In the EXISTING QUEUES field, enter the name of a printer queue and the command to print in this queue. Behind the equal sign (=), there is a command line which has to be executed in case you print on the queue with the name stated before the equal sign. A Solaris example would be the command "Symname=lp -d <Systemqueue>". For Linux it would be "Symname=lpr -P <Systemqueue>".
- ◆ Click ADD to confirm the new connection and close the dialog with OK. Otherwise, you can also select an installed queue or modify an existing one. In this case use the MODIFY button. With the REMOVE button you can delete "old" Queues.
- ◆ In the Printer Administration Utility select the printer in the INSTALLED PRINTERS list field and click on CONFIGURE... to open the CONFIGURE dialog.



- ◆ You can preset the paper size and the default printer resolution. You should also set the page margins correctly when using the generic print

drivers so that your printout is not cropped. In the COMMENT field you can enter the description, also displayed in the PRINT dialog. If you use the generic print drivers, you should also undertake the corresponding settings under PostScript Level and Color space. For the support of old PostScript printers adjust to level 1 or level 2. If you have a black and white printer set "Gray scales" or "Color" under COLORSPACE. If the gray scales conversion leads to bad results, you can also choose "Color" under COLORSPACE letting the printer do the conversion. You can do some of these settings in the PRINT dialog or in each document/ printout with the PRINTER SETTINGS dialog in StarOffice via the Properties button.

- ◆ In Printer Administration Utility, click TEST PAGE... to have a test printout. If the printer does not print this test page or if the printout is of bad quality, please check all your settings again as described above and try again.

Selecting a Default Printer

Now you have to assign a default printer. The default printer will be used for new documents, or if a document is loaded without an existing assigned printer.

- ◆ To define the selected printer as the default printer, double click its name in the INSTALLED PRINTERS field, or select it and click the DEFAULT PRINTER button.

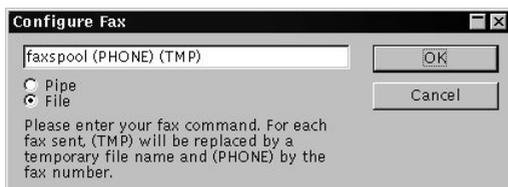
The printer will be displayed as the default printer at the top, on the first field of the Printer Administration dialog.

Sending Faxes with StarOffice

If you already have installed a fax set, like Efax or HylaFax you can easily send your faxes with StarOffice.

First set up your printer as described above. Here, if possible, install the same driver you normally use to print your documents. This assures you the same format in your faxes. You can also adapt the print driver. Under CONNECT you have to connect the printer with the fax queue.

Click on the CONFIGURE FAX button to open the following dialog.



Here you can define whether the fax is transferred as a file or with a Pipe. Enter the required fax command with its parameters in the text box. You can use the (TMP) and (PHONE) variables.

- ◆ (TMP) - will be replaced with a temporary PostScript file.
- ◆ (PHONE) - will be replaced with the fax number.

In the document, enter the fax number as normal text. You may also enter a field command adopting the fax number from a current database. The fax number should in any case start with the @@# characters and end with the @@ characters, for example, @@#7223646750@@. If you do not want these characters to appear in the printout, put them in background color. If the document shouldn't contain any telephone number, a dialog will appear where you'll be able to enter the fax number.

Please note that you have to create a new document for each fax, otherwise, the first recipient would receive all faxes. In the FILE - MAIL MERGE dialog select the Printer option and the SINGLE PRINT JOBS field.

Setting Fonts

If you work with StarOffice you might notice that you can use different fonts depending on the document type. You'll only have disposal of the fonts which do make sense for each application.

That is why in a text document only certain fonts are displayed. These will be the ones which can be printed. It is assumed that you'll only need the fonts you want to print afterwards.

In a HTML document or in an Online layout you'll only dispose the fonts displayed in the screen (available on the screen).

On the other hand, in spreadsheets and drawings you'll have disposal of all fonts which either can be printed or displayed on the screen.

StarOffice tries to match the same fonts displayed on the screen with the fonts in the printout (WYSIWYG). In the FORMAT - CHARACTERS dialog, in the bottom margin, some of the problems that might arise when using fonts will

be displayed. To reduce this problem and also to have more font selection, it will also be explained in this chapter how to print specific fonts. Contrary to other systems, it is not sufficient to insert the fonts in the X Window surface, since StarOffice has to manage these fonts and they have to first be introduced to the printing system.

Please note that StarOffice under Unix is able to only print Type 1 fonts. Other steps have to be followed for other fonts (TrueType).

StarOffice has installed some default fonts, especially Starbats and StarMath fonts. These fonts are necessary for the graphic display of numbering symbols and formulas.

A tip for StarMedia CD: To display certain fonts, it is necessary to convert the font metrics (*.afm) as described below.

If necessary, the spadmin program creates or updates the missing fonts.dir and *.afm files (provided in the folders write permission exists). In case the afm files do not exist, these will be created with the help of the Ghostscript program. It is necessary that Ghostscript is installed and the gs can be started without any path specification. Please take notice that the gs created afm files do not contain any information concerning kerning pairs. These should use the afm files provided for the Fonts, in case they are available.

Installing New Type1 Fonts in the System

The procedures shown here are only some of the various possibilities. It is also possible that you discover another tool in the web which eases one or the other step. Please note that most fonts are copyright protected material and, you will be able to copy and/or install these fonts only if you are authorized to do so.

PostScript Type 1 Fonts generally consist of various files with the same name, but with different endings.

*.afm - Fonts' metrics, for example, characters' spacing

*.pfb - the font data in binary (wrapped) format

*.pfa - Font data in text (readable) format.

Depending on the system, it might be necessary to have either the pfb file or the pfa file together with the afm file. To reduce problems, all files should always be copied.

To introduce the fonts in the system, you should do the following:

- ◆ Create a sub directory for the new fonts and name it for example, my_type1. You should place this directory locally on the XServers' computer and you can also install the files in an existing font directory. If you want to use the fonts only in StarOffice, you can copy or relocate them after Office51/fonts/type1. It won't be then necessary to follow the next step to expand the FontPath.
- ◆ Copy or transfer the new font files (at least the *.afm and *.pfb files) in your directory, i.e. in "my_type1".

Example :

```
cp /cdrom/fonts/name.* ~/fonts/my_type1
```

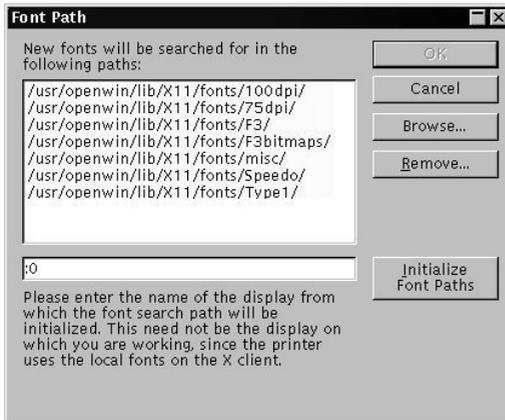
For your XServer, it might be also necessary to copy the pfa files.

- ◆ The further settings are done in spadmin as described in the following paragraph. It is quite important that you click the **CONVERT ALL METRICS** button in the Fonts dialog in order to copy and then convert the StarOffice Type1 directory to enable StarOffice to process these files. Spadmin also automatically creates the necessary files for the XServer (fonts.dir).
- ◆ Then insert the path to the FontPath into your new sub directory. To do that, please read your X Window System documentation. For example, for XFree: The FontPath normally appears in the /etc/XF86Config file, open this file and search the variable for the FontPath. Separately, attach your new directory with a comma and save the file. The new FontPath will be valid after restarting your X Window system. If you would like StarOffice to be the only system capable of recognising this directory, you can expand the SAL_FONTPATH variable in the scripts (soffice, spadmin, ...).

Inserting Type 1 Fonts

With the help of the Printer Administration Utility you can install Type 1 fonts. It also ensures that your printer prints the fonts.

- ◆ Select the **INSERT FONTS** button to open the **FONT PATH** dialog

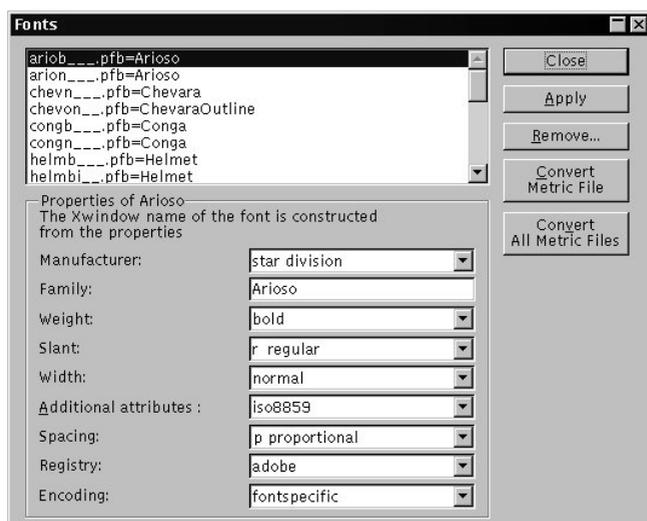


- ◆ In the lower text field enter the name of the XWindow Displays for the desired search path. Click on the **INITIALIZE FONT PATHS** button to select the font path of the XServer.
- ◆ With the **Search** button you can incorporate further paths. If you, for example, created a new directory (`my_type1`), you can select it in the next dialog.
- ◆ If you wish to search specific paths from the list, select the desired path entry and click the **REMOVE...** button.
- ◆ After you've made the desired settings click the **OK** button. However, if you want to cancel the path installation just click **CANCEL**.

The next dialog appears, where you can set various font attributes, as described in the next section.

Setting Font Attributes

- ◆ Select the **EDIT FONT ATTRIBUTES** button and you'll access the **Fonts** dialog. In case you chose **Insert Fonts**, you'll automatically access this dialog.



You'll receive a list of the available fonts which corresponds to the previous font path and the installed fonts. On the bottom part of the dialog, you'll see the corresponding parameter where you'll be able to edit it.

- ◆ After you've modified the parameters you can assign them with the **APPLY** button. The **spadmin** program saves this information for further use.
- ◆ If you would like to remove a font, select the desired font and click the **REMOVE...** button (only the font's reference will be removed).
- ◆ In the **Fonts** dialog you have the choice of converting either all fonts or only the metric of the chosen ones. Correspondingly, click on the **CONVERT ALL METRIC FILES** or **CONVERT METRIC FILE** button. The converted metrics will be in the `Office51/xp3/fontmetrics/afm` directory. It is recommendable to convert new fonts after the installation procedure. In case you had some problems converting certain fonts (bad display, false font size, etc.), first convert all metrics with the **CONVERT ALL METRIC FILES** button to have all fonts in one format, processed only by **StarOffice**.
- ◆ You can leave the dialog with the **CLOSE** button. The **spadmin** program recognizes new **Type 1** fonts and creates the necessary files (like for example `fonts.dir`).



An error message such as:
 "SalFontStruct::Load !XLoadQueryFont()" indicates that a font, which should exist on the X-server, could not be loaded. This may indicate a memory problem, but usually it means that the font was not installed. Under the available fonts listed under X, you can use the xlsfonts, xfontsel and xfd. xlsfonts commands to check it. Use xfontsel to list X fonts and use xfd to display all contained characters of the specified font, e.g., xfd -fn Fixed.

Font Display Problems

Some typefaces may appear as if composed by many small rectangular bits (pixels). This can occur when the X Fontpath (in the X Server) is only able to find only a bitmapped font, which is then scaled to size. The standard typeface "Times" e.g., is not available as a Type 1 (outline) font with many Unix/Linux distributions. (For a possible solution, see below:)

In order to improve the presentation quality, the corresponding typefaces should be reinstalled as Type 1 fonts. Similar scalable fonts (Timmons and Helmet) are installed as default in StarOffice. If a pixel appearance bothers you and you do not own Type 1 fonts, you can improve the quality of your screen presentation under **<Bold>Tools-Options-General-Font Substitution<Bold>**. Here you can choose Timmons instead of Times, and Helmet instead of Helvetica ("Always" and "Screen" should be activated). It is also possible to substitute Timmons and Helmet instead of Times and Helvetica for your documents. Timmons and Helmet can be selected as standard fonts under **<Bold> Tools-Options-Text Document-Standard Fonts<Bold>**. If the Times or Helvetica are not installed at all on your system (e.g. they can not be found in the X FontPath), the Timmons or Helmet will be automatically selected.

With some XServers, it may happen that the Pixel fonts are scaled, although the corresponding Outline fonts are installed. You can deal with this by resetting the path so that the Outline fonts are the first ones to be found. With some servers it also helps to attach it unscaled to the path. More typeface information for X Window Systems can be found in the X Window guide with the man X command. Additional XFree information can be found under: <http://www.xfree86.org>.

Font Printing Problems

If a typeface does not appear on your printout, it can have various reasons. Sometimes, you might not even notice right away that your selected font could not be printed, since the printer will always try to find a similar font as replacement.

- ◆ The fonts are only setup for the X Server and not over the spadmin program for the StarOffice print system. Please also read the "Font Setup" section. You will obtain the best results, if your most important fonts are scalable. This is not only important for printing but for screen presentation as well.
- ◆ The available fonts already existing in the printer ROM are defined in the accompanying PPD file (this can be found under Office51/xp3/ppds/*.ps). If a standard font is not printable, it can occur that the font has been entered in the PPD file as a printer font but it has not yet been installed to your printer. This can be the fault of an incompatibly installed PPD file.
- ◆ Also if the fonts are setup with the spadmin, it can be that your printer has no, or only a limited possibility to Upload from Softfonts. You have here the possibility, despite having a PostScript capable printer, to run this over a PostScript Emulator. This normally does not have any restrictions in using fonts. Therefore, however, the printouts do take longer and you must also deal with other minor restrictions.
- ◆ Experienced Unix users can test in the Office51/xp3/psssoftfonts directory (here you will find the fonts for the printer Upload) if the Type 1 fonts do exist. If they do not, you should copy the corresponding pfb font files or lock in with the In -s symlink.
- ◆ StarOffice needs in addition to the X Font information, also the Font-Metric information to create an optimum printout. You will need for this an afm file for the font. This should be available in the Office51/xp3/fontmetrics/afm directory (as a copy or better yet as symlink). Unfortunately, many afm files are constructed in such a way so that they cannot be further modified in StarOffice. A afm file created with the Ghostscript Tool printafm e.g., cannot be used without applying additional modifications. In addition, the fonts must also be registered in the Office51/xp3/psstd.fonts file.

Further Information for Advanced Unix Users

You should always install fonts with the help of the `spadmin` programs and not edit them directly. However, for certain problems you might find some information here concerning the problems' source.

There are two very important files which have to be in every font directory. The `fonts.dir` file is the first one, since this is evaluated from the XServer to create a link between the existing font files and the displayed font names. The `fonts.scale` file is the second one, since the `mkfontdir` utility of the Windows System uses it. In the `fonts.scale` file you can only enter fonts, which can be scaled. If you only have "scalable" fonts, both files are identical.

In the first line of this files, you should enter the amount of the existing font descriptions. In case that only certain fonts are evaluated and not all of them, it might be that this number is too small and should be modified.

A font description (file name + XLFD - X Logical Font Description) should have the following format:

```
File name -Producer-Font name-Weight-Inclination-Width-AddStyleName-0-0-0-0-Spacing-0-Registration-Coding
```

For example, for StarBats:

```
starbats.pfb -star division-StarBats-medium-r-normal--0-0-0-0-p-0-adobe-fontspecific
```

Using TrueType Fonts

The easiest procedure for using TrueType fonts is to convert them to Type 1. After that you only need to install the fonts as described before. However, in case you want to use TrueType fonts directly, you have to follow further steps.

In case you system does not support True Type fonts, you have to install them. You can find more information concerning this, for example under <http://www-scf.usc.edu/~vibber/linux/TrueType-HOWTO.html>, http://www.mindspring.net/~john_mcl/adding_fonts.html or also under <http://www.freetype.org>. If you're using a TrueType Font Server such as `xfstt` or `xfsft` you can directly use TrueType Fonts for the screen presentation. To install them read the corresponding documents.

Since StarOffice is only able to print Type 1 fonts, you have to make further steps to print TrueType fonts as well. In case you are using a PostScript

printer, you have to convert TrueType fonts to Type 1. If you also have a PostScript Emulator, this conversion is unnecessary

Converting True Type Fonts into Type 1 Fonts

To convert True Type fonts into Type 1 fonts, you should use the Open Source Program set `ttf2pt1`, which, together with the Type 1 utilities, will make the necessary steps.

Install `ttf2pt1`, `ttf2pfa` and `t1asm` and use then, e.g. the subsequent Shell Script `dofont` for the conversion.

```
#!/bin/sh
# dofont <fontfile>
ttf2pfa $1.ttf $1
ttf2pt1 $1.ttf $1
t1asm -b $1.pfa > $1.pfb
rm -f $1.pfa
```

Now, you've created Type 1 Fonts, installed them as described in your X Window System. These fonts can be also recognized by StarOffice.

Printing TrueType Fonts with Ghostscript

If you are using Ghostscript or any other PostScript Emulator you can eventually abstain from the font's conversion.

- ◆ Install an updated GhostScript version. It should be a 5.10, 5.50 or higher version. 4.0 versions cannot print TrueType fonts.
- ◆ With command


```
xfstt --gslist --sync > fontliste
```

 create a list of TrueType fonts.
- ◆ In Ghostscript, insert this list in the `Fontmap` file under the fonts directory.

Some further steps for each font are necessary to enable StarOffice to print them:

- ◆ Copy the `afmmaker.ps` script, e.g. from `ftp://ftp.heise.de/pub/ix/ix_listings/98_05`.
- ◆ At the beginning of the file substitute the line beginning with `/fontName` with the name of the font you want to install, e.g. `/Arial`. The name should be entered in the same way as in the `Fontmap` file on Ghostscript.

- ◆ Access Ghostscript with this script in the following way:
gs -q -dNODISPLAY -dBATCH afmmaker.ps > arial.afm
- ◆ Enter the font name once more and create the AFM file for further font files.
- ◆ Copy the AFM files in the Office51/xp3/fontmetrics/afm directory
- ◆ Edit the Office51/xp3/psstd.fonts file - in this example, the next lines should be:

```
Arial-BoldItalic, -ttf-arial-bold-i-normal-
tt-%d-%d-%d-%d-p-0-iso8859-1
Arial-Bold, -ttf-arial-bold-r-normal-tt-%d-%d-%d-%d-p-0-
iso8859-1
Arial-Italic, -ttf-arial-medium-i-normal-tt-%d-%d-%d-%d-
p-0-iso8859-1
Arial, -ttf-arial-medium-r-normal-tt-%d-%d-%d-%d-p-0-
iso8859-1
```

- ◆ To avoid typing errors, you can use the fontliste file, which xfstt previously created. At the beginning of each line, you'll see the same name as in the Fontmap file whereas on the right you'll see the name of the xlsfonts.
- ◆ The corresponding PPD File of the installed printer has to be adapted and the new fonts have to be entered. If you're using the generic printer, you can find them in the, e.g. Office51/xp3/ppds/SGENPRT.PS file.
- ◆ In the Fonts area, insert the following lines:

```
*Font Arial: Standard "(001.002)" Standard ROM
*Font Arial-Bold: Standard "(001.002)" Standard ROM
*Font Arial-Italic: Standard "(001.002)" Standard ROM
*Font Arial-BoldItalic: Standard "(001.002)" Standard
ROM
```

- ◆ Restart StarOffice. You should be able by now to see the fonts on your screen and to print them.

Euro and Special Characters

If you convert Windows Encoding TrueType fonts into Type 1 fonts and want to use the additional characters under Unix (between 128 and 160) as custom quotes and also use the Euro Characters, you should use other conversion utilities. In this case you can convert the fonts after adobe-font-specific Encoding to keep these characters. In StarOffice, these characters

might not follow a spelling check, since StarOffice does not recognize these characters and deals with them as symbol characters. To avoid this problem, go to the spadmin's Fonts dialog and under `ADDSTYLENAME` enter the proper character set. Also enter `iso8859_1` with the other attributes but separated with a coma. Please note that no hyphen is allowed.

This is an extension of StarOffice and some problems might arise when using other programs, therefore, this action is recommendable if you only want to use this fonts in StarOffice. This is also valid for latin fonts (MS-Codepage 1252) which coincide with the additional characters implemented by Microsoft with the `iso8859-1` character set from Unix. With certain XServers and other conversion programs it is enough to create them with the Microsoft-cp1252 Encoding.

Since Type 1 fonts already contain these characters or maybe these are already installed in your printer, they will be displayed in your printer with StarOffice 5.1. However, they will be only displayed on your screen with certain X-Servers and Font Servers.

This last example pertains to the provided StarOffice standard fonts. These standard fonts tend to cause less problems when printing or viewing your documents. You also have the option to insert the corresponding Timmons or Helmet font characters. You may also want to try the automatic replacement for custom quotes under `TOOLS- AUTOCORRECT/AUTOFORMAT` to insert the corresponding characters.

Depending on the system and the fonts you normally use, you can try to achieve better results with the font substitution. At the moment, there is not one solution for everybody, therefore, you'll need to make the specific settings depending on your system, your printer or your wishes.

Appendix

Java for Linux

Information about Java for StarOffice 5.1 under Linux

In StarOffice 5.1 for Linux, you can now benefit from Java and JavaScript (which has been implemented in Java internally). A Java Library is now available to support the required StarOffice native threads for the glib2. This library supports also the Java Native Interface (JNI).

You can download the appropriate Java Installation here: <http://www.blackdown.org/java-linux.html>

Choose one of the three following packages to download, each of them containing two archives. Prior to installing the archives, it is necessary to take a look at the Readme files. Make sure to follow the instructions carefully in order to properly install the archive files.

Java Runtime Environment

1. `jre_1.1.7-v1a-glibc-x86.tar.gz`
2. `jre_1.1.7-v1a-glibc-x86-native.tar.gz`

or the minimal Java Runtime Environment

1. `rt_1.1.7-v1a-glibc-x86.tar.gz`
2. `rt_1.1.7-v1a-glibc-x86-native.tar.gz`

or the Java Development Kit

1. `jdk_1.1.7-v1a-glibc-x86.tar.gz`
2. `jdk_1.1.7-v1a-glibc-x86-native.tar.gz`

Problems may occur when using the jdk.

The classes can not be read in the `../lib/classes.zip` directory with the `jdk117_v1a`. The corresponding jar program can assist in packing and unpacking the classes. If the Java Development Kit is installed in the `/usr/jdk117_v1a` directory, for example, you will require the following commands:

```
cd /usr/jdk117_v1a/lib
unzip classes.zip
mv classes.zip classes_old.zip
/usr/jdk117_v1a/bin/jar -cvf classes.zip java sun sunw
rm -r java sun sunw
```

It is not sufficient to only extract the files! Alternatively, you can use the `rt.jar` file from the `rt117` or `jre117` packages in the `lib` subdirectory. A Java Installation, based on the `jre117` and the `rt117` packages, does not require any adaptations.

With the StarOffice, some particular fonts should be installed (StarBats and StarMath Fonts). These fonts are required as special characters for both, some numbering/bullet styles and the StarOffice equation editor StarMath.

After installation, a new folder appears, containing all StarOffice related programs and files. Additionally, a "sversion.prefs" file has been created (corresponding to the `sversion.ini` file in the Windows version)

Modifying the installation

After the StarOffice installation, restart the Setup program. In the first dialog you'll have the possibility to modify, to repair or to completely deinstall your current installation.

Modify

If you click the `MODIFY` option, the same dialog as for the `CUSTOM INSTALLATION` appears.

The small white boxes represent the components which were not installed. Click a small box and it will turn blue, which means that this component is now installed.

The blue small boxes indicate you the components which are already installed. Click on a blue box and it will be highlighted in red which means that it has been deleted from the installation.

A plus sign before the component indicates you that it is a group of components which you can open by clicking the plus sign. Once it is open simply choose which components you want to install or to delete.



Note that the Graphic filters under the "optional components" are performed.

Repair

The option `REPAIR` in the StarOffice Setup Program can be used to repair your StarOffice if the entries in the system registration are not correct. An attempt is made to restore program files that have been unfortunately

deleted. At the same time any deleted ini files will be restored with the default settings. Furthermore information that is contained in the operating system registration will be checked and repaired where necessary. The repair function will, however, not operate if files were deleted which are required for the execution of the StarOffice set up.

The soffice.ini file in the Office51 directory contains, among others, information about the windows' division, the icon bars etc. If the file is missing, the next time you try to start StarOffice it will try to start in the Repair mode. If it can't, an error message is displayed.

Deinstallation

If you are upgrading your StarOffice version (e.g., from StarOffice 3.1 to 4.0 or from 4.0 to 5.1), you can save hard disk space by deinstalling the previous version. Please read the appropriate information in the readme file of your "old" version.

In the readme file of the appropriate version you may also find notes about running two different version in parallel.



- ◆ Prior to deinstall StarOffice, you have to run the setup program. If an identical version of the program is detected (via the respective entry in the .sversionrc file), the Deinstall option is shown in the main dialog of the setup program.

The Deinstallation removes the StarOffice entries from the registration and the .sversionrc file. Almost all files and and StarOffice directories will be then deleted, except those which you created or changed and those which the Setup program needs. Your programs and most of settings remain the same.



After deinstallation, all modified directories and files are retained, e.g., your documents, bookmarks, clipart, etc. The files required for the setup program are not removed, too. These files can be deleted manually, if desired.

As superuser, you can deinstall the network installation, by simply deleting the entire server installation directory. Of course all user installations (based on this server installation) are deactivated.

Parameters for the Setup Program

The Repair option can be used to update / correct the entries in your systems registration database. Additionally, unintentionally deleted files are restored if possible.

The parameter `/net` or `/n` starts the Network Installation on a server (as described above).

Use the `/D` parameter to pass the installation path directly following the syntax `/D:destination_path`.

To start an application immediately after installation, use the `/F:application_name` parameter.