Font Substitution issues in PDF Form

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Sometimes you might run into font substitution issues in a PDF form, usually when a font on one platform (ex: PC) is specified and is not present on another platform (ex: MacOS). Unsightly/illegible font substitutions may occur in the form fields as a result. Below is a quick fix to switch the typeface to something more suitable for cross-platform performance. This online resource at Mailchimp has a nice list of current cross-platform fonts they recommend.

Open up the PDF in **Acrobat DC**.

1. Click on the **Prepare Form** toolset icon in the right sidebar
2. All of your form boxes should now have a small black bar with white text defining each box centered in them.
3. Double-click on a box where the type is incorrect to open up the editing window.
4. Click on the **Appearance** tab.
5. Select a different font from the dropdown menu, perhaps Courier or Arial. Use a really common system font, then click **Close**.
6. Repeat as necessary.
7. Save the file.

Still having issues? File a Helpdesk ticket with us: http://deskpro.cad.rit.edu