

HOW TO INSTALL THE GCI FONT

1. First, close any open applications. Newly installed fonts may not appear in your font menu if you ignore this step.
2. Make sure you **UNINSTALL** the old version of the GCI Font first if you installed it before.

Inside the GCIFont.zip Zip File:

1. GCI-Black
2. GCI-BlackItalic
3. GCI-Bold
4. GCI-BoldItalic
5. GCI-ExtraBold
6. GCI-ExtraBoldItalic
7. GCI-Italic
8. GCI-Light
9. GCI-LightItalic
10. GCI-Medium
11. GCI-MediumItalic
12. GCI-Regular
13. GCI-SemiBold
14. GCI-SemiBoldItalic

UNINSTALLING

Windows 10

1. Open the Settings app.
2. Navigate to *Personalization* > *Fonts*.
3. On the right, click on the **GCI Font**.
4. Click on the Uninstall button.
5. Confirm the operation.
6. Make sure **all GCI Fonts** are uninstalled before installing the new ones.

Older Windows

1. Close all open applications.
2. Click the **Start** button and then select **Control Panel**.
3. In the **Control Panel** window, click **Appearance and Personalization**.
4. Now, look for the **Fonts** option and once you find it, click it. You will see the **Fonts** window with all fonts you have installed in your Windows PC.
5. Select the old **GCI Fonts**.
6. Click the **Delete** button at top of the window. A confirmation dialog box will appear.
7. Click the **Yes** button to delete.
8. Make sure **all GCI Fonts** are uninstalled before installing the new ones.

Mac

1. Close all open applications.
2. In the **Finder**, select **Go > Applications > Font Book**. Font Book is an application in Mac that lets you install and manage fonts.
3. In the Font Book application, you will see all fonts installed in your Mac.
4. Select and right-click the old **GCI Fonts**.
5. Now, select **Remove GCI Font** option. Remove option is followed by the name of the font you will be uninstalling.
6. A confirmation message will appear. Click the **Remove** button and the old **GCI Fonts** will be uninstalled from Mac.
7. Make sure **all GCI Fonts** are uninstalled before installing the new ones.

INSTALLING

Windows 10

1. Right-click on the **GCIFont.zip** folder containing the fonts and click **Extract All**. Fonts cannot be installed if they are zipped.
2. Select all 14 font files from the extracted folder and right click on the selected 14 files and select **Install**.

OR

1. Search for **Fonts** in the search box by the start menu.
2. Click on the **Fonts (Control Panel)** link to open the Fonts Manager
3. Drag and Drop or Copy and Paste the unzipped fonts into the Fonts Manager to install.

Windows 8

1. Right-click on the **GCIFont.zip** folder containing the fonts and click **Extract All**. Fonts cannot be installed if they are zipped.
2. Select all 14 font files from the extracted folder and right click on the selected 14 files and select **Install**.

OR

1. Go to search in the start menu.
2. Search for **Fonts** in settings.
3. Click on the **Fonts Folder** to open the Font folder.
4. Drag and Drop or Copy and Paste the unzipped fonts files into the Fonts folder to install.

Windows 7

1. Right-click on the **GCIFont.zip** folder containing the fonts and click **Extract All**. Fonts cannot be installed if they are zipped.
 2. Select all 14 font files from the extracted folder and right click on the selected 14 files and select **Install**.
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Windows Vista

1. Right-click on the **GCIFont.zip** folder containing the fonts and click Extract All. Fonts cannot be installed if they are zipped.
 2. From the 'Start' menu select 'Control Panel.'
 3. Then select 'Appearance and Personalization.'
 4. Then click on 'Fonts.'
 5. Click 'File', and then click 'Install New Font.'
 6. If you don't see the File menu, press 'ALT'.
 7. Navigate to the folder that contains the **GCI Fonts** you extracted earlier.
 8. Select all 14 font files from the extracted folder and right click on the selected 14 files and select **Install**.
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Windows XP

1. Right-click on the **GCIFont.zip** folder containing the fonts and click Extract All. Fonts cannot be installed if they are zipped.
2. From the 'Start' menu select 'Control Panel.'
3. Select the 'Appearance and Themes' category.
4. Select 'Fonts' from the 'See Also' panel at the left of the screen.
5. In the Fonts window, select the 'File menu', and choose 'Install New Font.'
6. Navigate to the folder that contains the **GCI Fonts** you extracted earlier.
7. Select all 14 font files from the extracted folder and right click on the selected 14 files and select **Install**.

Mac

1. Double click on the **GCIFont.zip** file to go inside the zip file to see all **14 fonts**.
2. **Open a New Finder Window** and click the Go menu at the top of the screen.
3. While in the Go menu, hold down both the Alt/Option and Shift keys on your keyboard to reveal the hidden link to the Library folder
4. Navigate to your Fonts folder:
/Users/Your_Username/Library/Fonts
5. Drag and drop the unzipped **14 GCI Font** files into this folder.
6. Done!

Alternative option (Install using Font Book):

1. Double click on the **GCIFont.zip** file to go inside the zip file and see all **14 fonts**.
2. Double click on the first unzipped font file and Font Book will open a preview of the font.
3. Click "**Install Font**" at the bottom of the preview.
4. Continue doing this for all the other **13 fonts**.

For Mac users only: If the fonts are not loading correctly, uninstall the GCI fonts first, restart your computer and install the GCI fonts again.

If the problem is still there, you need [to follow the step on this link](#).