



**ENTERPRISE ARCHITECT**

User Guide Series

# Customize the Desktop

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CREATED WITH  **ENTERPRISE  
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# Customize the Desktop

As you work on your project, creating and reviewing model structures, you can make use of a wide range of system windows that help you locate and focus on particular types of object or object property. To make your modeling tasks even easier, you can fix these windows in a convenient place on your screen, move them around, set them as callable tabs or auto hide them.

Using Workspace Layouts, accessible from the Ribbon bar or from the Portals, you can also quickly load different sets of windows that target particular tasks. You can also save your favorite layouts and recall them when required.

You can access these windows through ribbon options or through keyboard key combinations. However, the fastest way to select and open any window in Enterprise Architect is to use the Quick Access panels, as described in the *Window Quick Access* Help topic.

One of the strengths of Enterprise Architect is that you can work in a central view and instantly view and edit aspects of your model in one or more of the windows surrounding the central view. Having completed your review in a window, however, you can quickly switch focus back to the object you were working on in the central (or 'active') view by pressing Ctrl+Shift+` (effectively Ctrl+~).

## Which are the Standard windows?

Window	Description
Browser	The Browser window is the primary mechanism for navigating through and exploring your model and is the starting point for many of the most important features in Enterprise Architect. It lists the model Packages, diagrams, elements and element features in a hierarchical structure, reflecting the arrangement of Packages and elements within your model.
Element Browser	The Element Browser is the 'Details' tab of the Inspector window. This is one of the most useful and important information displays in Enterprise Architect. You can use the 'Details' tab to summarize, review and manage a wide range of properties and features of the selected element, such as relationships, operations, attributes, requirements and maintenance items.
Properties	The Properties window provides an immediate method of viewing and editing the properties of a selected object - element, diagram, connector, attribute, operation, Maintenance Item, Project Item, test or associated file.
Notes	Notes are the main documentation feature you use to describe an element, diagram, feature or connector; in the documentation that Enterprise Architect generates, notes feature prominently. You can record and view notes on a modeling object using the Notes window.
Responsibilities	The Responsibility window is a tabbed window through which you can quickly add, view, edit and delete rules applied to the selected element. The entities that impose such rules are requirements, scenarios, and constraints applied to the element, and external files containing information relevant to the element.
Traceability	Using the Traceability window you can quickly see what elements are immediately linked to the selected element and in what relationships, and what elements are indirectly linked via a chain of relationships. You can also select a diagram and explore the relationships of all elements in that diagram.
Relationships	The Relationships window lists all the relationships of the currently-selected

	element, and shows the properties of each relationship.
Library Window	The Library window provides a structured internal forum that your team can use to discuss aspects of the model content and development.
Diagram Toolbox	The Diagram Toolbox is a panel of icons that you drag onto a diagram to create elements and connectors. Related elements and connectors are organized into Toolbox pages, each page containing the elements or connectors used for a particular type of diagram.
Diagram Filters	You use the Filters & Layers window to modify the display of diagram components so that relevant items are immediately identified for the reader's attention, without damaging the structure and integrity of the model.
Layout Diagrams	The Layout Diagrams window provides a set of diagram layout formats that you can apply to a diagram you have created, to automatically reorganize the layout to make it more readable.
Pan and Zoom	The Pan and Zoom window enlarges the current diagram by a percentage you define, and displays a thumbnail view of it with a shaded rectangle. As you move the shaded rectangle with the mouse, the diagram shows the magnified items of the structure underneath the rectangle.
Resources	The 'Resources' tab of the Browser window provides useful shortcuts and re-use functions for creating and applying stock components in the current model. The tab contains a tree structure of document templates, Relationship Matrix profiles, stylesheets, patterns and commonly-used model elements. The tab can also provide access to UML Profiles and MDG Technologies, although this is not the recommended route to these facilities.
Source Code Viewer	The Source Code Viewer window displays the generated source code for a selected Class element, and provides a number of facilities for editing that source code.
Scripting	The Scripting window hosts a flexible and easy to use scripting capability to create scripts in JavaScript, Microsoft JScript or VBScript. Using a built in 'Repository' object, you can programmatically inspect and/or modify elements within the currently open model. The window provides tools to edit, run, debug and manage your scripts.
Debug	The Debug window provides a set of facilities for starting, managing and halting a debug session on the code generated from elements of your model.
Maintenance	The Maintenance window, or workspace, lists the maintenance records (features, changes, documents, issues, defects and tasks) for a selected element, ready for modification or addition. The window provides several facilities for managing the maintenance records.
Project	The Project Tools window provides facilities to record and manage the events, decisions, effort, risk and metrics associated with the work in developing the area of the model represented by the selected element.
Testing	The Test Cases window, or workspace, lists the test records for a selected element, ready for modification or addition. The window provides several facilities for managing the test records.
	The Learning Center provides quick access to a range of context-specific task

Learning Center	guides in a number of work areas of the system, such as Getting Started, Modeling or Testing.
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## Notes

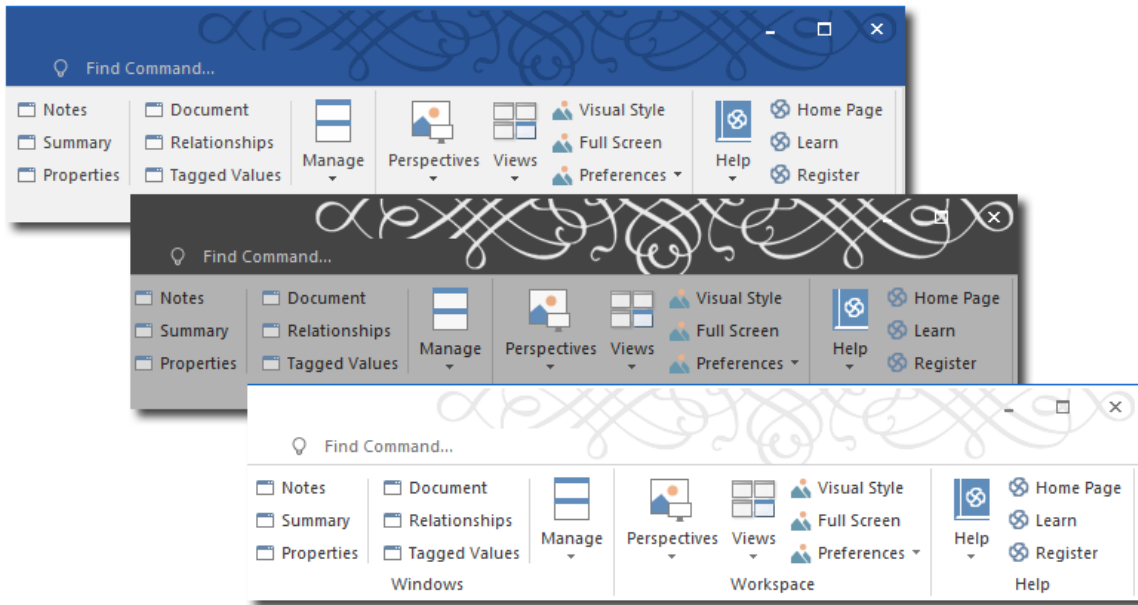
- On the Testing, Maintenance and Project Tools windows, any descriptive text, history, input or results for a selected item are also displayed in the Notes window

# Visual Styles

It is possible to change the overall style and color of the Enterprise Architect user interface to match the standard styles (or themes) of a number of Microsoft Office and Visual Studio product releases. The styles are applied uniformly across all displays, dialogs, windows, views and ribbons.

To test the style that you are selecting, simply click on the Apply button.

This image illustrates the 'Microsoft Office 2016'® style, using different themes and accent colors.



## Access

Ribbon	Start > Appearance > Visual Style
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## Reset the style of the user interface

Define the visual style you want to use, on the 'Application Look' dialog.

Option	Action
(top field)	Click on the drop-down arrow and select the application style you want to apply.
Theme	For certain application styles, you can also apply a color theme. If this field is enabled, click on the drop-down arrow and select the required theme color or tone.
Accent Color	For certain application styles, you can also change the accent color for messages and highlights. If this field is enabled, click on the drop-down arrow and select the required accent color.

Code Editor	<p>Click on the drop-down arrow and select an option to apply, within the code editor views:</p> <ul style="list-style-type: none"> <li>• The automatic default background color of the code panel for the application style</li> <li>• A dark background for the code panel, or</li> <li>• A light background for the code panel</li> </ul> <p>You can also re-set the dark and light backgrounds on the 'Editor Language Properties' dialog.</p>
Diagram	<p>Defaults to the diagram theme currently set in the 'Preferences' dialog.</p> <p>If you want to apply a different diagram theme, click on the drop-down arrow and select the required theme.</p>
Workspace Orientation	<p>Many of the workspace layouts have a left orientation or a right orientation, most easily observable in the side of the screen that the Browser window displays on.</p> <p>You can use this 'Workspace Orientation' field to specify the orientation you prefer - click on the drop-down arrow and select either 'Left' or 'Right' to automatically position the Browser window and related displays in your preferred workspace on the corresponding side of the screen.</p>
Default Note Zoom	<p>Click on the drop-down arrow and select the percentage zoom or magnification (from 90% up to 150%) to apply to the text in the element Notes window and any text field that has the Notes toolbar at the top. The field defaults to 110%.</p>
Note Editor Font	<p>If the text in the Notes window, 'Notes' fields and 'Description' fields does not render as well as you would like, you can change the font used. Click on the drop-down arrow and click on an appropriate font.</p> <p>To apply the change, restart Enterprise Architect.</p> <p>If you decide to revert to the default font, click on the Clear button and again restart Enterprise Architect.</p>
Internal Tab style (restart)	<p>Click on the drop-down arrow and select the required style to apply to the internal tabs of docked windows. The option does not affect the internal tabs of views or dialogs, nor does it change the tabs of the Browser window or Database Builder.</p> <p>The different types of style make the tabs display with - for example - rounded or squared-off corners, with a 2D or 3D effect, overlapping or with a common border, or with a colored underline.</p> <p>Docked windows that contain a shared horizontal scroll bar (such as the System Output window or Find in Files window) will only change to the Pointer style, where the tabs have no outline but do have an arrow shape in the line underneath the tab. Otherwise they keep the Flat style (flattened pyramid shape).</p> <p>When you have made your selection, you must re-start Enterprise Architect to bring this style into effect.</p>
Show Menu Icons	<p>Select this checkbox to display icons next to the menu options (where they have been assigned).</p> <p>Deselect the checkbox to hide the icons and show simple lists of text options.</p>
Main View Tabs use Caption style	<p>Select this checkbox to display the icons and names of the main view tabs in a larger format.</p>
Main View Tabs at bottom	<p>When a main view has tabs, by default the tab names display at the top of the view.</p>

(restart)	<p>If you prefer to display the tab names along the bottom of the view, select this checkbox.</p> <p>The change does not take effect until you shut down and restart Enterprise Architect.</p>
Property Sheets use Tree style	<p>By default 'Properties' dialogs and various other screens present sections of data on tabs.</p> <p>If you prefer to display the sections of data on dialog pages, where you choose the pages from a tree or hierarchy on the left of the dialog, select this checkbox.</p>
Use Property List for Elements	<p>By default element 'Properties' dialogs show the main properties as a series of fields on the right of the dialog.</p> <p>If you prefer to display the properties as a simple list of names and editable values, select this checkbox.</p>
Increase Note Paragraph Spacing	<p>Increases the paragraph spacing from the default, in all new text in the element Notes window and all text fields with the Notes toolbar at the top. The change is applied to all paragraph styles, including bullet and number lists.</p> <p>The paragraph spacing is increased in existing text when you open and close a dialog containing that text.</p> <p>When you deselect the option, all new Notes text reverts to the default spacing.</p>
Enable Concise Diagram Navigation	<p>Enable diagram navigation elements such as a Nav Cell, Diagram Hyperlink, Package with a child diagram and others to open a diagram (and replace the current diagram) in the active tab. You can move back through previously opened diagrams using the Backspace key or by clicking the back arrow on the right of the diagram tab. The same behavior is available when a diagram is floated.</p> <p>When this option is enabled, you can also click on a Composite element and press the = key to open the Composite diagram in the same tab. In this case, if you press the Backspace key to return to the parent diagram, the Composite element remains selected.</p>
OK	Click on this button to save and apply the changes, and close the dialog.
Cancel	Click on this button to cancel the changes and close the dialog.
Apply	<p>Click on this button to apply the changes but keep the dialog open for further editing.</p> <p>If a change takes immediate effect, you can see it on any open windows and then, if you prefer something different, change the setting.</p> <p>If you click on the Apply button and the Cancel button, the changes still take effect.</p>



# Docked Windows

When you are doing work using one or more of the Enterprise Architect windows, you can re-position and/or group the windows to make them easier to use. You can easily move any window around the application workspace and either dock (anchor) it against the top, bottom, left or right edge of the workspace for long-term use, or just drop it where it is most convenient for the moment (that is, leave it floating).

All the windows are resizable, so you can also drag the window margins to make the window a convenient size and shape to display either just a column or row, or a large section of the information it contains.

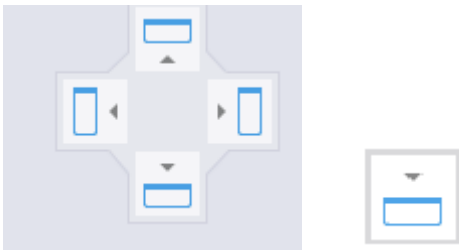
## Dock a Window Against an Edge

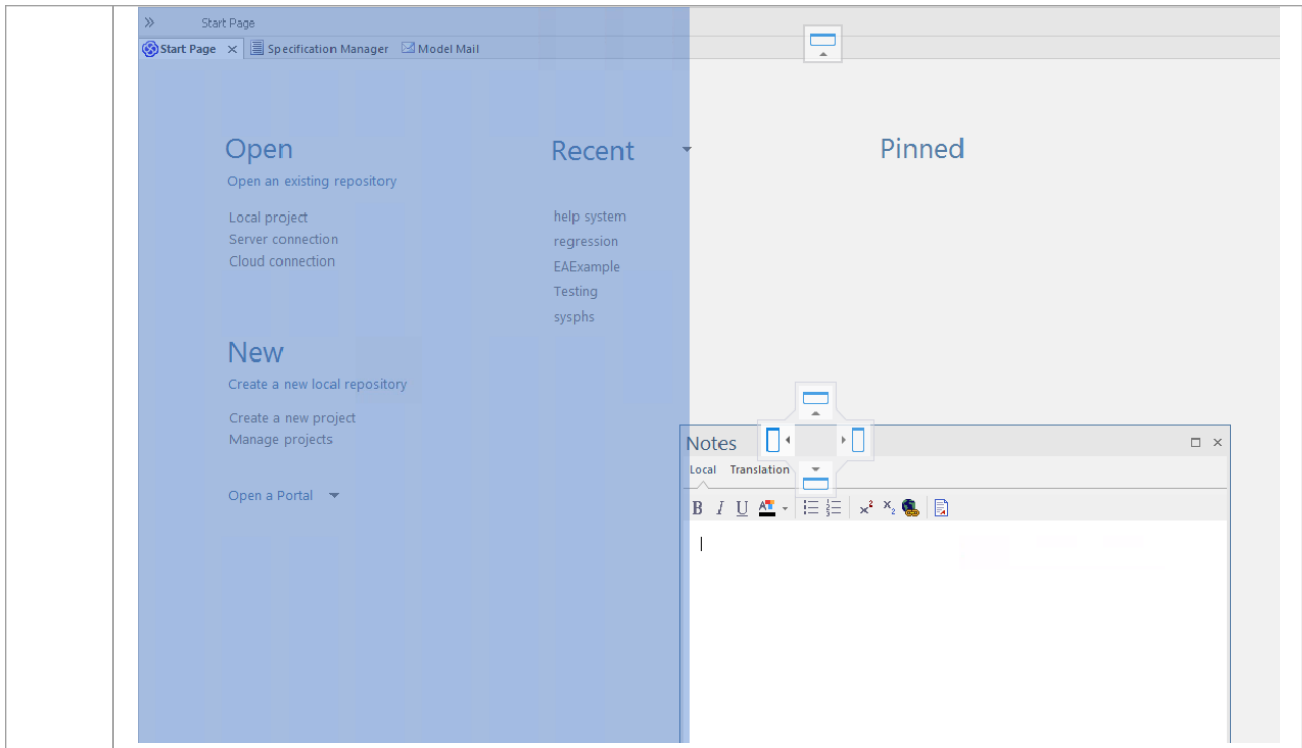
Notice that the window docking is an insert, not an overlay; in the illustration (step 3), the left border of the Start Page is **moved** to sit just under the 'ticked man' icon in the toolbar.

The docking behavior varies depending on whether you have already docked other windows on the screen, whether you use the navigation compass or the compass point icons, and where you drag the docked window before you release the mouse button. If you drag and release the window over:

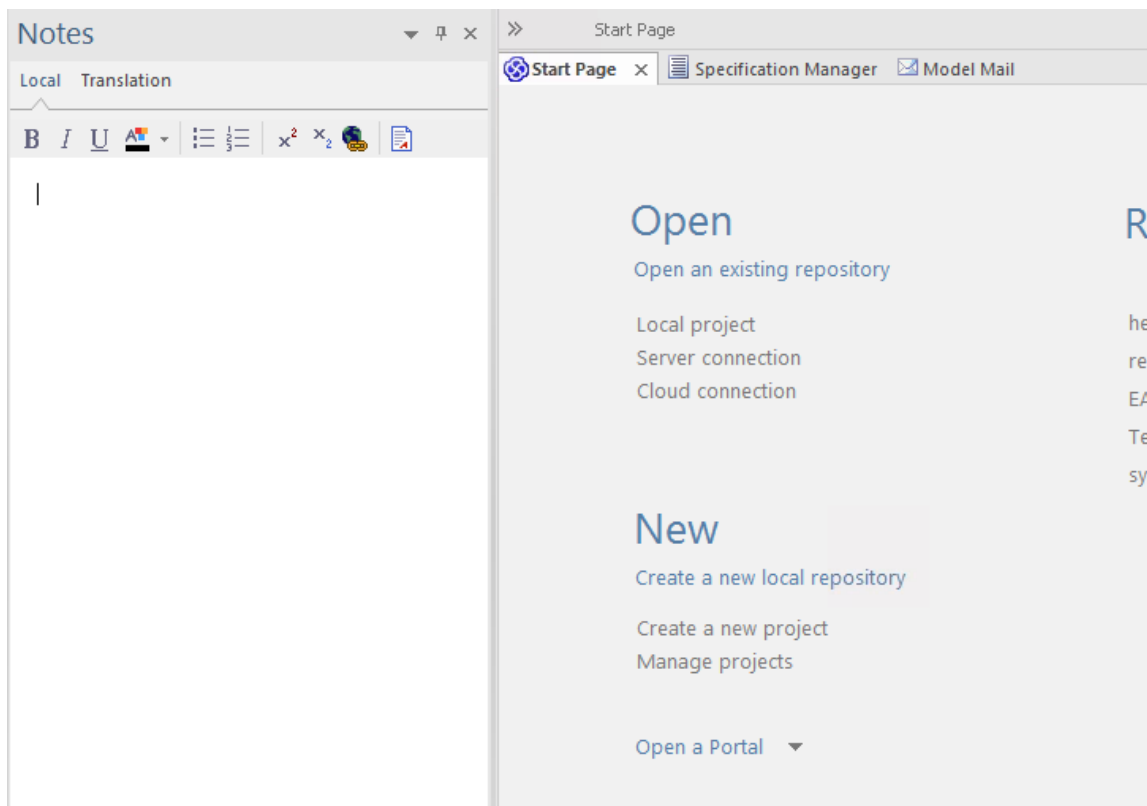
- A point of the navigation compass in the center of the screen, the window sits inside existing docked windows (for example, in the illustration a window released on the bottom, top or left icons of the navigation compass would be docked to the **right** of the Traceability window)
- A separate compass point icon on the edge of the screen, the window is docked on the outside edge of the screen and existing docked windows are pushed inwards
- A point of the navigation compass at the edge of the screen (only when there is already a docked window there) the window is docked within the area occupied by the previously docked window (for example, in the illustration you could dock your new window as the left, right, top or bottom segment of the Traceability window space; the Traceability window itself is reduced in size to accommodate the new docked window, but you can then adjust the margins of the two docked windows to improve readability)
- The center of the navigation compass at the edge of the screen (only when there is already a docked window there) the window is docked as a tab of a window frame; see *Dock Windows into a Frame*

The highlighted area always indicates exactly where the moved window will be docked, so you have an indication of the effect before you release the window.

Step	Action
1	<p>Click on the title bar of the window and start to drag it towards the appropriate edge of the workspace. A set of positioning icons display, consisting of a navigation compass in the body of the application workspace and a compass pointer in the middle of each edge.</p> 
2	<p>Drag the window onto a compass point.</p> <p>The screen display shades the area that the window will fill, once you release the mouse button. Notice in this screen capture that the left-hand quarter of the compass has thickened borders, indicating that the window has been dragged over it.</p>



3 Release the mouse button to dock the window.



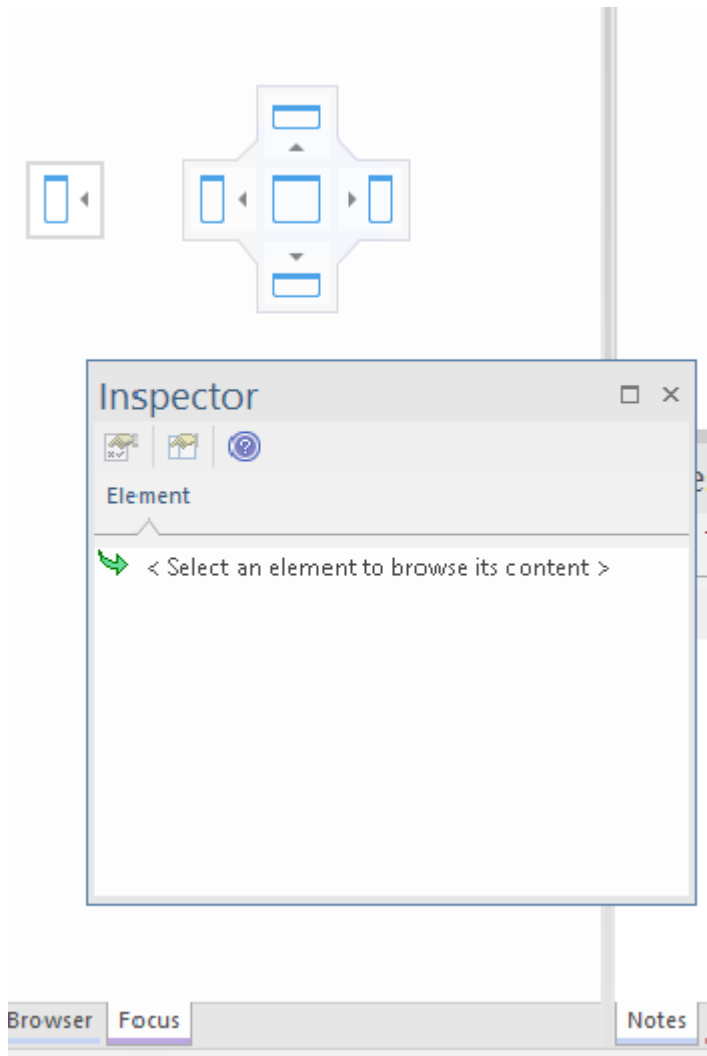
The docked window initially fills the previously-highlighted space, but you can drag the margins to resize the window, if required.

## Dock Windows into a Frame

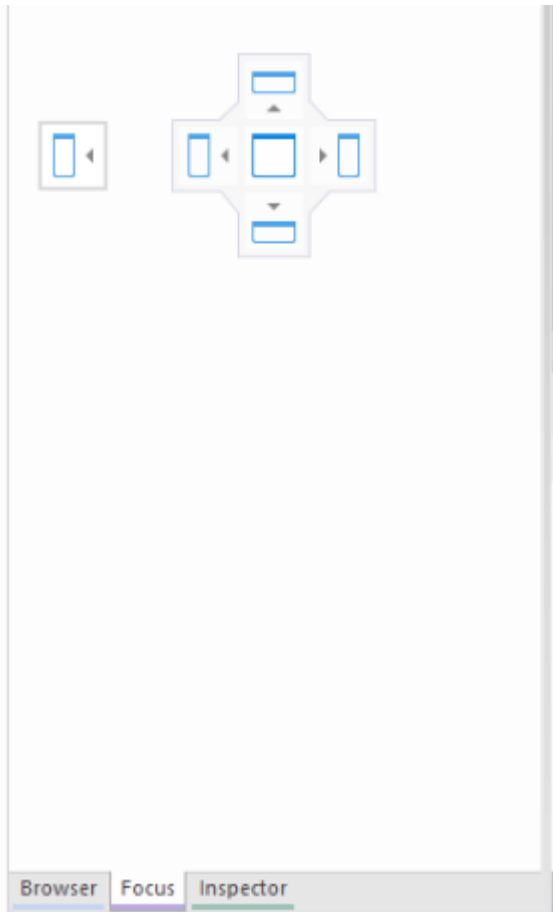
A docked window does not overlap any other window, so if you are docking several windows you progressively fill up the workspace; however, you can avoid this by combining the docked windows in a single tabbed frame by either:

- Dragging the title bar of each window up to the title bar of the first docked window, or
- Dragging each window over the 'tabbed frame' icon in the middle of the navigation compass, when the compass is over the previously-docked window that you want to combine the dragged window with; when you release the mouse button, the window becomes a tab of the frame

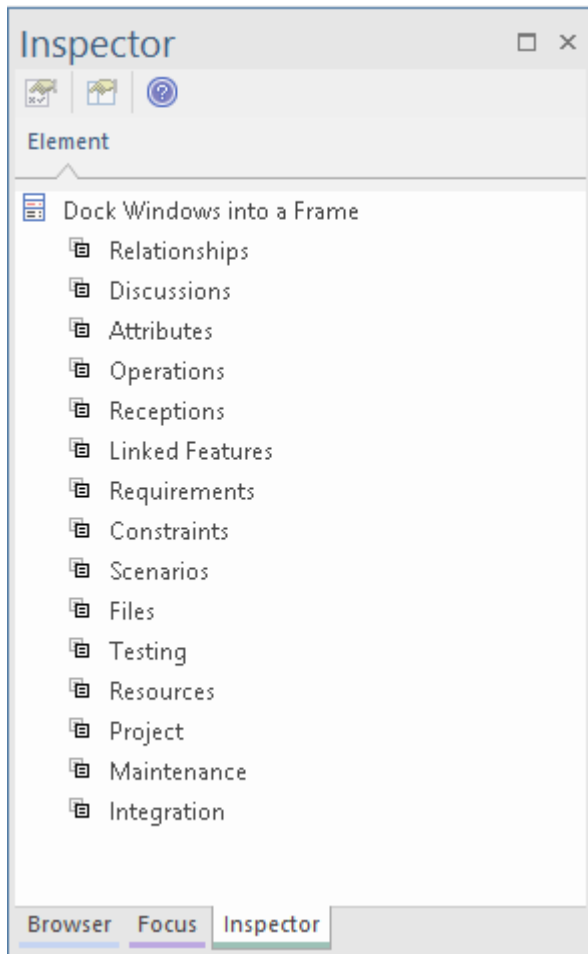
Initially, the window you are moving is visible with the tabbing compass.



Notice that the center of the compass has a square inside it, and the tabbed frame shows the names of the windows it currently contains. As you move the new window over the square in the center of the compass, it disappears but its name is added as a tab of the frame.



When you release the mouse button to finish dragging the window into place, the compass disappears and the window displays as a tab of the frame.



You can move and re-dock the frame of windows as if they were a single window.

To separate a window from a tabbed frame, click on the window's tab at the bottom of the frame and drag it away.

## Close Docked Windows

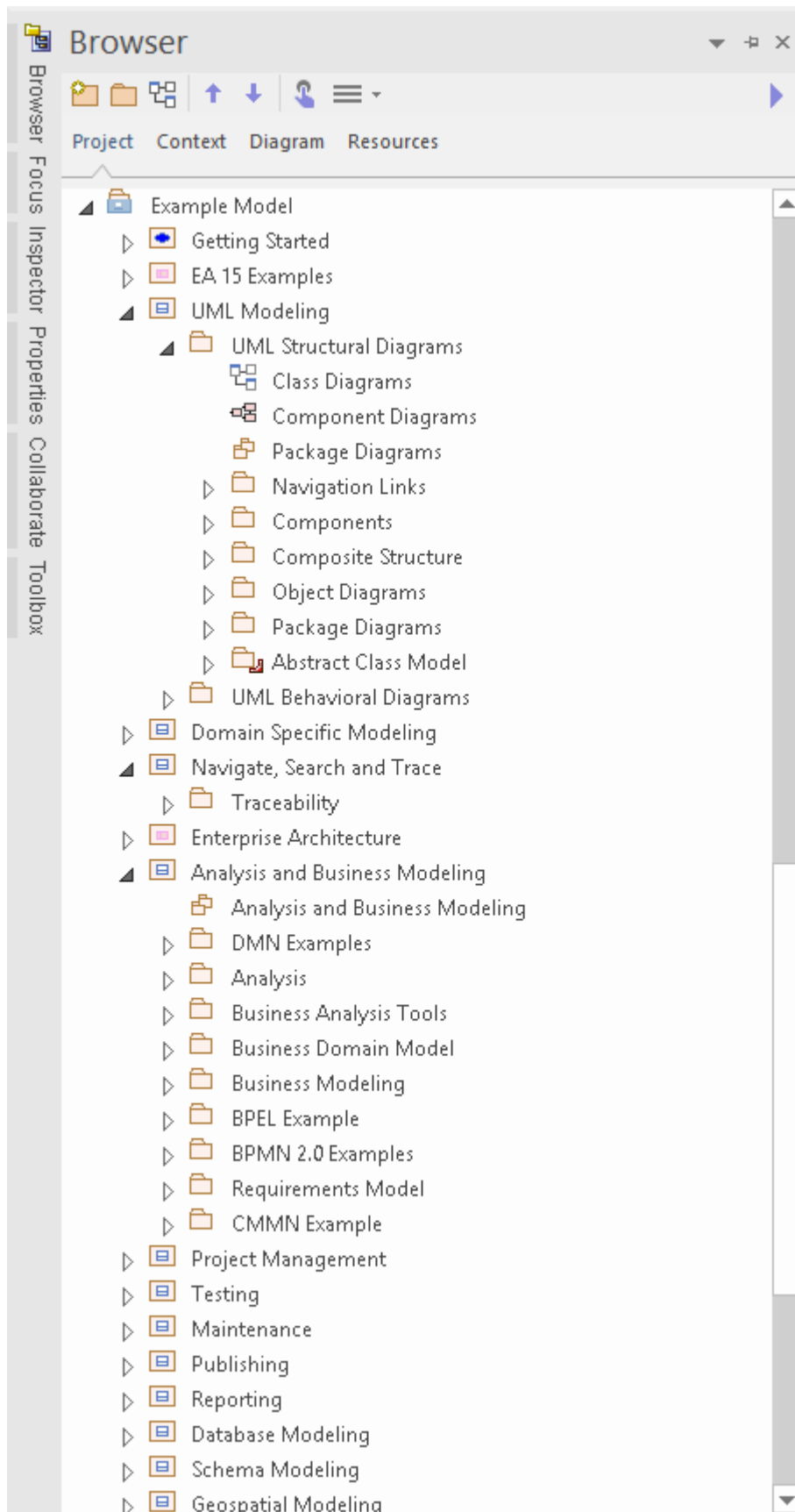
If you do not want to have a docked window open any longer, click on the window header and press Ctrl+F4. This just closes the selected window; if the window is in a tabbed frame, the other windows in the frame remain open.

## Floating Windows

To float a window anywhere on the screen, click on its title bar and drag it to where you want it to sit. The navigation compass displays, but you ignore it in this situation. Floating windows can overlay each other, which is convenient if you want to compare information displayed in two windows. You can drag one window under or over another so that the relevant pieces of information are adjacent, do your check, then move the windows apart again.

## Auto Hide Windows

If you are using docked windows, you can have them available for use but kept minimized or hidden until you actually need to use them. The windows are represented by tabs in the top, bottom, left or right margins of the work area. In the illustration, the Browser window is the open hidden window with the Focus window, Inspector window, Properties window, Discuss & Review window and Diagram Toolbox hidden in the margin.





When you move the cursor over the tab, the window overlays the screen and you can work within it. As soon as you move the cursor out of the window, it automatically contracts into the margin tab again. This means that you have the maximum work area for performing your main task, with the convenience of still being able to immediately use any of a wide range of other windows.

If you 'hide' a tabbed frame of docked windows, those windows are hidden together in one click. Each window behaves in the same way as before, but if you cancel auto hide on one of them they are all released.

When you cancel the auto hide on a docked window (or a frame of windows) it will persist on the screen as an insert (pushing visible window borders across to take up some of the display) when you select it.

## Auto Hide a Window or Set of Windows

- To set the displayed window to 'auto hide', click on the  button in the top right corner of the window; any other windows in the same frame as the open window are set to 'auto hide' as well
- To turn off 'auto hide' for a particular window, or set of windows within a frame, click on the  button

## Notes

- You can only auto hide docked windows; if you want to auto hide a floating window, dock it against a margin first
- When you select an auto hidden window, it immediately displays against the nearest work area margin; you can make the auto hidden window slide out of and into the margin by selecting the 'Animate Autohide Windows' checkbox on the 'Window Behavior' page of the 'Preferences' dialog ('Start > Appearance > Preferences > Preferences > General > Window Behavior')



## Advanced Customization

Enterprise Architect has a standard style and appearance, which you can customize to suit your own work environment. Several facilities are available for customizing:

- The means of issuing commands to the system - such as ribbons, toolbars and keyboard keys - and the commands themselves
- The visual style and color of the user interface
- The windows you want to display together on the screen, and their position on the screen (the 'Workspace Layout')

On occasion, you might want to use Enterprise Architect for two distinct types of operation at the same time. You can do this by storing registry settings - such as window layouts - to a different path in the registry, by adding this command line argument when you run Enterprise Architect:

```
/regkey:<regkeyname>
```

You can also configure a wide range of local options and specific settings for using Enterprise Architect on your workstation, through the 'Preferences' dialog. These options apply to all models that you work in using Enterprise Architect on your workstation.

## Customize Dialog

It is possible to customize the Enterprise Architect toolbar and keyboard commands and how they are displayed and made available to you, tailoring the user interface to suit your work methods and environment. You can also define a number of external applications that you can activate from the 'Tools' menu. You perform these tasks using the 'Customize' dialog.

### Access

Ribbon	Start > Application > Preferences > Other Options
Other	At the far right of any toolbar, click on the drop-down arrow and on the 'Add or Remove buttons   Customize' option

### Notes

- If a documented toolbar icon, keyboard combination or menu facility does not appear to be available, select the appropriate tab and click on the Reset button or Reset All button to restore the toolbar, menu or key settings to the defaults; however, this also removes any customized icons, options or combinations you might have set, because it is possible that the customization itself has displaced or affected the default setting

# Customize Commands

The Enterprise Architect toolbars provide a wide range of functions, some of which are useful in several different contexts. You might find it more convenient to have a function command available either from a different toolbar to the one it is currently set in, or from more than one toolbar. You can customize which toolbar a command is available from by generating a button or icon for the command on either another existing toolbar or a new toolbar that you create for this purpose. Conversely, you might remove a command from its current toolbar, to simplify the selection of tools from that toolbar.

## Access

Ribbon	Start > Application > Preferences > Other Options > Commands
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## Manage Toolbar Commands

Task	Action
Add Command To Toolbar	<p>Also display the appropriate toolbar, using:</p> <ul style="list-style-type: none"> <li>'Explore &gt; Portals &gt; Show Toolbar &gt; &lt;toolbar name&gt;</li> </ul> <p>The toolbar icons are then highlighted with a dark border as you select them.</p> <p>On the 'Commands' tab:</p> <ol style="list-style-type: none"> <li>Click on the appropriate command category in the 'Categories:' panel.</li> <li>Click on the command you need from the list in the 'Commands:' panel.</li> <li>Drag the command onto the toolbar; it is immediately placed in the toolbar at the cursor position.</li> <li>Add any further commands you want.</li> <li>Put the icons in the order you prefer, by dragging each icon into position.</li> <li>Click on the Close button to close the 'Customize' dialog.</li> <li>If necessary, resize the toolbar or drag it back into the top of the screen.</li> </ol> <p>If the command has an associated icon, the icon displays in the toolbar; otherwise, the command name displays.</p>
Delete Command from Toolbar	<p>While the 'Customize' dialog is displayed, right-click on the command icon or text in the toolbar, and select the 'Delete' option. The command icon is immediately removed from the toolbar.</p> <p>The context menu does not display if the 'Customize' dialog is closed.</p>
Change or assign icon for command	<p>All commands listed in the 'Customize' dialog have a text label, and many have associated icons, either system-defined (default) or user-defined. If the command has an icon, you can select to represent the command in the toolbar by:</p> <ul style="list-style-type: none"> <li>The icon</li> <li>The text</li> <li>Both together</li> </ul> <p>You have a range of other options for changing how the command is represented in</p>

	<p>the toolbar, such as:</p> <ul style="list-style-type: none"> <li>• If the command does not have an associated icon, assign one from an image library</li> <li>• Change the icon currently assigned to the command to a different icon</li> <li>• If the command has a system default icon and you have changed it, restore that default icon to the command</li> <li>• Edit the icons in the library, and create new ones; you can also copy an existing icon and edit the copy</li> </ul> <p>These options are available through a context menu that you display by right-clicking on the icon in the toolbar while the 'Customize' dialog is displayed. The context menu does not display if the 'Customize' dialog is closed.</p> <p>The changes apply only to the selected toolbar. Any instances of the command in other toolbars or menus are not affected.</p>
<p>Toggle command button between icon, text and both</p>	<ol style="list-style-type: none"> <li>1. Right-click on the command icon or text in the toolbar.</li> <li>2. Select the context menu option you need - 'Image', 'Text' or 'Image and Text'.</li> </ol> <p>If the option has an icon, the selected change is made. If the command has no icon, the 'Button Appearance' dialog displays. You can also toggle between the image/text options on this dialog.</p>
<p>Assign icon to command</p>	<ol style="list-style-type: none"> <li>1. Right-click on the command icon or text in the toolbar.</li> <li>2. Select the 'Button Appearance' option; the 'Button Appearance' dialog displays.</li> <li>3. Select either the 'Image only' radio button or the 'Image and text' radio button.</li> <li>4. For a command with a default icon, the 'Use Default Image' radio button is followed by the default icon; if you have assigned a different image, you can restore the default by selecting this radio button. Otherwise, select the 'Select User-defined Image' radio button, and click on an appropriate image from the selection provided. You can add or edit images in this selection.</li> <li>5. Click on the OK button to apply the changes to the toolbar.</li> </ol> <p>(You can also restore the default icon by right-clicking on the current icon in the toolbar and selecting the 'Reset to default' option.)</p>
<p>Copy a toolbar icon</p>	<ol style="list-style-type: none"> <li>1. Right-click on the icon in the toolbar.</li> <li>2. Select the 'Copy Button Image' option; the image is copied to the clipboard.</li> </ol>
<p>Create and edit icons</p>	<ol style="list-style-type: none"> <li>1. Right-click on the command graphic or text in the toolbar.</li> <li>2. Select the 'Button Appearance' option; the 'Button Appearance' dialog displays.</li> <li>3. Select either the 'Image only' radio button or the 'Image and text' radio button.</li> <li>4. Select the 'Select User-defined Image' radio button.</li> <li>5. To create a new image, click on the New button; to edit an existing user-defined image, click on the image and then on the Edit button. The 'Edit Button Image' dialog displays.</li> <li>6. If you have copied another icon to edit as a new icon, click on the Paste button in the 'Tools' block.</li> <li>7. Select a color and the appropriate painting tool - the 'pencil' fills individual squares, the 'filler' fills the whole 'Picture' block, and the 'line' creates lines of two or more squares thick.</li> <li>8. Create or edit the icon, working right up to the border of the 'Picture' block if necessary.</li> <li>9. Click on the OK button to apply the changes to the toolbar.</li> </ol>

Change icon text label	<ol style="list-style-type: none"><li>1. Right-click on the command graphic or text in the toolbar.</li><li>2. Select the 'Button Appearance' option; the 'Button Appearance' dialog displays.</li><li>3. Select either the 'Text only' radio button or the 'Image and text' radio button.</li><li>4. In the 'Button text' field, highlight and delete the existing text and type in the new text.</li><li>5. Click on the OK button to apply the changes to the toolbar.</li></ol>
Group Icons	<p>If necessary, you can indicate that the command icons are arranged in groups. To do this:</p> <ol style="list-style-type: none"><li>1. While the 'Customize' dialog is displayed, right-click on the first command icon or text in the group in the toolbar, and select the 'Start Group' option.</li></ol> <p>A vertical line displays to the left of the icon. All icons to the right of the line form a group, up to any subsequent line.</p> <p>To remove the line and cancel the grouping, repeat the step.</p>

## Customize Toolbars

As well as tailoring the commands that are available through the toolbars, you can modify the toolbars themselves; for example, you can:



- Hide or show toolbars by selecting the appropriate checkbox
- Rename toolbars
- Create new toolbars
- Delete toolbars
- Modify toolbar contents by dragging commands onto a visible toolbar from the 'Commands' tab or from another toolbar
- Reset a toolbar (or all toolbars) to the default contents and position, and
- Display text labels under the toolbar icons, to indicate what the icons do

### Access

Ribbon	Start > Appearance > Preferences > Other Options > Toolbars : New
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### Create a New Toolbar and Populate it with Commands

Step	Action
1	In the 'Toolbar Name' field, type a name for your new toolbar and click on the OK button. Your new toolbar is created. The toolbar and 'Customize' dialog are independently positioned, so you might have to drag the 'Customize' dialog to one side to expose your new toolbar.
2	If you want to display the name of each command you put into your toolbar, select the 'Show text labels' checkbox. Otherwise leave the checkbox unselected.
3	To add commands to your new toolbar from another toolbar, see step 6. To add menu commands to your toolbar, click on the 'Commands' tab. The 'Categories' list on the left of the tab represents the Enterprise Architect menu structure. The 'Commands' list contains the commands in the selected category; the list updates when you click on a different category.
4	Find and click on the command to add to your toolbar in the Commands list.
5	Drag the selected command from the list into the new toolbar. If you selected the 'Show text labels' checkbox, your toolbar should now resemble this:

	 <p>If you did not select the 'Show text labels' checkbox, your toolbar should resemble this:</p> 
6	<p>If the command you require is on another toolbar, display that toolbar and drag it to a position near your new toolbar.</p> <p>Press Ctrl and drag the required icon for the command from the existing toolbar onto your new toolbar.</p>
7	<p>Repeat steps 3 to 6 for each command that you want to make available in your new toolbar.</p> <p>When you have finished, click on the Close button on the 'Customize' dialog and drag your toolbar into the toolbar ribbon or to any other convenient position for you to use.</p>


### Notes

- You can add as many commands to your toolbar as you need; your new toolbar behaves the same way as other toolbars - you can position it next to the other toolbars at the top of the application workspace, dock it to the side of the workspace or close it
- You can also modify the display of toolbar options using the 'Options' page of the 'Customize' dialog


## Add Custom Tools

You can extend the power of the Enterprise Architect desktop by making external tools accessible from the ribbons. You can create options that hyperlink to different applications, compilers, batch scripts, automation scripts, URLs or documentation. The tools can be either commercially available or those you have configured yourself.

### Access

Ribbon	Start > Appearance > Preferences > Other Options > Tools : 
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### Add and configure custom tools

Option	Action
Menu contents	In the boxed, blank field in the list, type in the name of the tool as it should appear in the menu.
Command	Either: <ul style="list-style-type: none"> <li>Type the name of the tool .exe file to use, or</li> <li>Click on the  button and browse to the file location</li> </ul> The .exe file must have a valid filename.
Arguments	Type in any arguments required by the tool
Initial directory	(Optional) Type in the location of an initial directory.
Close	Click on this button to close the 'Customize' dialog. Your tool is added to the 'Tools' menu.



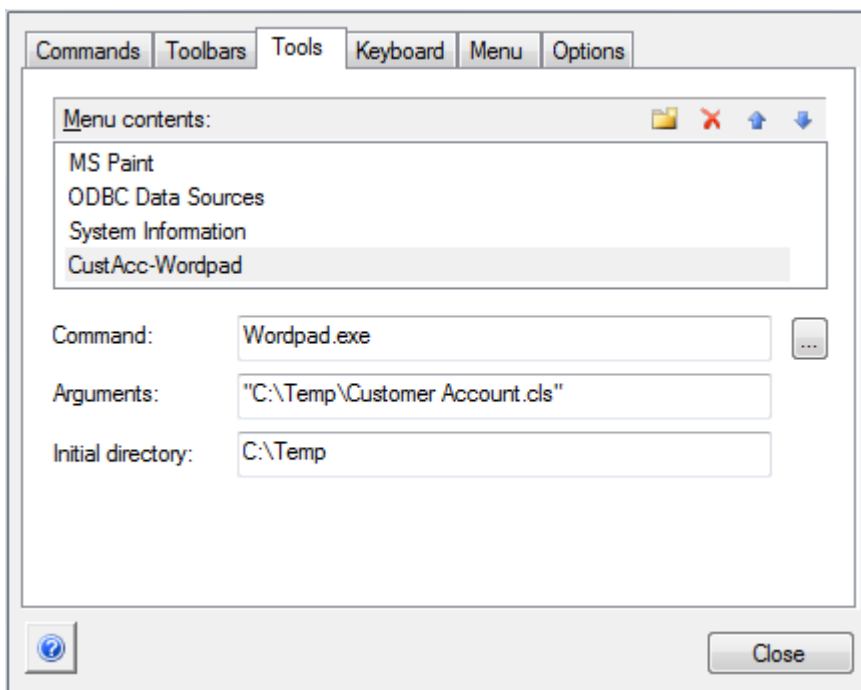
## Open External Tools

When configuring custom tools in Enterprise Architect, by selecting 'Start > Appearance > Preferences > Other Options > Tools', you can:

- Specify the custom tool (application) using the 'Command' field
- Define a file to open using the 'Arguments' field

### Example 1


This configuration opens the file `c:\Temp\Customer Account.cls` using Wordpad. If you save from within Wordpad the initial directory is `c:\Temp`.

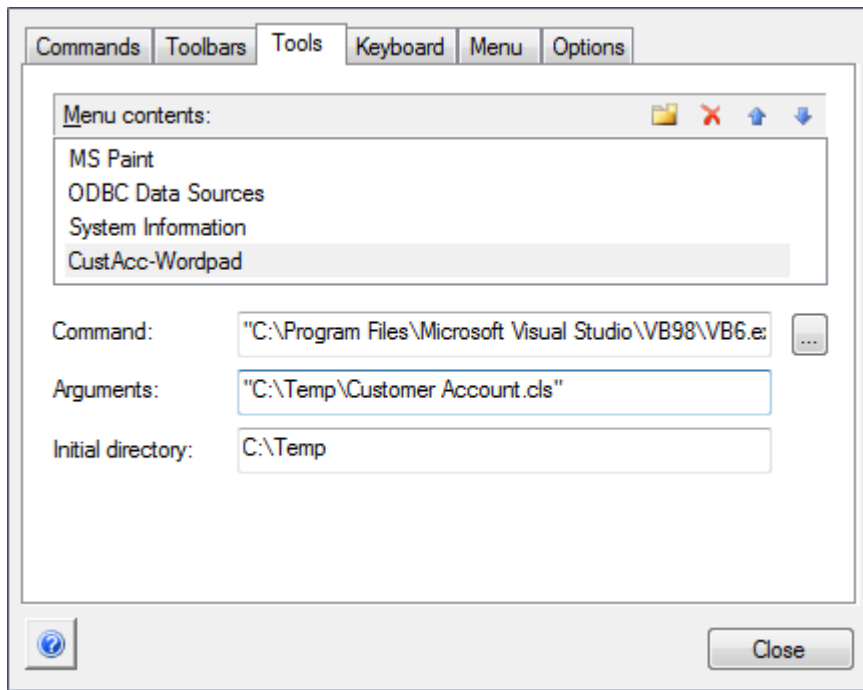


If there are any spaces in the paths in the 'Command', 'Arguments' or 'Initial directory' fields, you must enclose the whole path in double quotes. For example:

`"c:\Temp\Customer Account.cls"` must have quotes, but `c:\Temp\CustomerAccount.cls` does not have to have quotes

### Example 2

This example opens the file `c:\Temp\Customer Account.cls` using Visual Basic (VB). As VB is not installed with the operating system, the whole file path for VB must be included in the 'Command' field; you can locate and select this path using the  button. Again, if you save from within VB the initial directory is `c:\Temp`.



## Pass Parameters to Applications

When configuring custom tools in Enterprise Architect, by selecting 'Start > Appearance > Preferences > Other Options > Tools', you can define parameters to pass to an external application using the 'Arguments' field.

### Available parameters

Parameter	Passes
\$f	A project name. Notes: For example, C:\projects\EAExample.eap
\$F	The calling application. Notes: That is, Enterprise Architect.
\$p	The current Package ID. Notes: For example, 144.
\$P	The Package GUID. Notes: A GUID for accessing this Package.
\$d	The diagram ID. Notes: An ID for accessing the associated diagram.
\$D	The diagram GUID. Notes: A GUID for accessing the associated diagram.
\$e	A comma separated list of element IDs. Notes: All elements selected in the current diagram.
\$E	A comma separated list of element GUIDs. Notes: All elements selected in the current diagram.

## Customize Keyboard Shortcuts

Various context menu options can also be invoked using a single keyboard key, or a combination of keys, referred to as shortcuts. You can assign your own shortcut keys to either the standard options or your customized options, to suit your work practices or other applications.

### Access

Ribbon	Start > Appearance > Preferences > Other Options > Keyboard
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### Create or modify a keyboard shortcut

Option	Action
Category	Click on the drop-down arrow and select the name of the context menu containing the command to assign a shortcut to.
Commands	Scroll through the list of commands and click on the one to assign the shortcut key(s) to. If the command already has a shortcut key it is shown in the 'Current Keys' field.
Press New Shortcut Key	Click on this field and press the shortcut key(s) to assign to the command. Press the actual keys to use; for example, to assign F5 press the F5 key, do not press F and then 5.
Assign	Click on this button to assign the key to the command. The button is disabled if the selected keyboard shortcut is already used for another command; if this occurs the command it is assigned to is shown in the 'Assigned to' field, and you must select a different shortcut key.
Remove	To remove a shortcut, select it in the 'Current Keys' field and click on this button. The shortcut is immediately removed.
Reset All	Click on this button to reset all commands to the default set of shortcut keys. All keys that you have assigned are removed.
Close	Click on this button to close the dialog, saving all keys that you have assigned.

### Notes

- It is simpler to have one shortcut per command, although you can assign more than one shortcut if necessary
- Modified shortcut keys are stored in the registry, so they are available only to you and not to other users



## Customize Submenus

It is possible to customize your submenus to add or remove shadow around the outline of each menu and to apply animation to the way in which the submenus are opened.

### Access

Ribbon	Start > Appearance > Preferences > Other Options > Menu
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### Animate Menu Display

Option	Description
Menu animations	<p>Click on the drop-down arrow and select one of the options:</p> <ul style="list-style-type: none"> <li>• None - the menus are instantaneously displayed on selection</li> <li>• Unfold - the menus unfold from the top left corner diagonally downwards</li> <li>• Slide - the menus slide out from the top downwards</li> <li>• Fade - the menus fade in</li> <li>• [Default] - similar to Fade</li> </ul>
Menu Shadows	<p>Select the checkbox to display a shadow along the right and lower edges of the menu.</p> <p>Clear the checkbox to display menus with no shadow on the borders.</p>
Close	<p>Click on this button to close the 'Customize' dialog.</p> <p>Your animation options take effect on the menus.</p>

### Notes

- When you perform a major upgrade of the system (such as from release 12 to 13) the menus are reset and deleted options are replaced.

## Customize Options

It is possible to customize the entire set of Toolbars to display with large icons, and/or show a Screen Tip as you mouse over each toolbar icon. The options take effect immediately, so you can see what impact they have before closing the dialog.

### Access

Ribbon	Start > Application > Preferences > Other Options
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### Customize Toolbar Display

Option	Description
Show Screen Tips on Toolbars	Select this checkbox to display a Screen Tip as you mouse over each toolbar icon, if a Screen Tip is defined for the icon. The screen tip is predefined in Enterprise Architect and cannot be edited.
Show shortcut keys in Screen Tips	If you have selected to show Screen Tips, select this checkbox to include any shortcut key combinations in the Screen Tip text. The shortcut keys are editable, and you can add, change or remove the keys assigned to any of the commands represented by an icon. The current shortcut key combination is added to the Screen Tip text.
Large Icons	Select this checkbox to enlarge all the Toolbox icons. This takes effect immediately, so that you can see how the display changes.
Close	Click on this button to save and commit the settings.

## Workspace Layouts

As you perform work on your model you use various toolbars and windows; you will quite likely use the same toolbars and windows regularly, in an arrangement that suits the way in which you use the system. Rather than having to re-open and arrange these tools at the start of each work session, you can use either a predefined or a customized work environment or workspace.

Workspaces:

- Automatically open and organize all the tools appropriate to an area of work such as Requirements Management, Code Engineering and Debugging
- Help a new user by:
  - Opening the tools that are appropriate to a task so that they can immediately get started, and
  - Showing the user what tools they should become familiar with for that area of work
- Help you switch rapidly to work environments for either successive or completely different areas of work
- Re-establish a work environment that you have accidentally or deliberately changed

To select, create and maintain workspaces you use the 'Workspaces' page of the 'Workspace Layout' dialog, which lists the currently-available system and user-defined layouts.

### Access

Ribbon	Start > All Windows > Workspace > Select a Workspace
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### Manage Layouts

Task	Description
Change workspace layout	<p>The 'Last Applied Workspace' field at the bottom of the 'Workspace Layout' dialog identifies the layout last selected, before any changes you might have made.</p> <p>You can change the layout to:</p> <ul style="list-style-type: none"> <li>• The original layout (as identified by the 'Last Applied Workspace' field), discarding any changes you might have made</li> <li>• One of the other named layouts, or</li> <li>• A new named, customized layout, capturing the current screen layout and including any changes you have made to the previously-applied layout</li> </ul> <p>To change the layout in use, either:</p> <ul style="list-style-type: none"> <li>• Click on the preferred layout name and on the Apply button, or</li> <li>• Double-click on the required layout name, or</li> <li>• Right-click on the layout name and select the 'Apply' option</li> </ul>
Copy workspace layout	<ul style="list-style-type: none"> <li>• Right-click on the layout name and select the 'Copy As New' option</li> </ul> <p>The 'Save Custom Workspace Layout' dialog displays.</p> <p>In the 'Custom Workspace Layout' field, type a name for the layout. By selecting an existing name you can change an existing layout to something different. Click on the Save button.</p>



	If you already have tailored windows or views open that you want to include in your selected layout, select the 'Include active custom views' checkbox.
Delete workspace layout	Right-click on the (custom) layout name and select the 'Delete' option. A prompt displays for you to confirm or cancel the deletion.

## Notes

- If you apply a working set that invokes floating diagrams or views, it will override the current workspace layout with the layout that was in use when the working set was defined
- If you develop a workspace layout that would be useful for your colleagues, you can share it with them by incorporating it in an MDG Technology that they can download

