

Windows

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The selections on the Windows Menu are described below.

Direct Input `changeView~`

If you select this command while you are working on a spreadsheet, the Formula Bar at the top of the sheet will disappear, allowing you to enter data directly into each cell. To restore the Formula Bar, use the Formula Bar command.

Formula Bar `changeView~`

The Formula Bar appears on a newly created spreadsheet by default. If you have been using the Direct Input data entry option described above, you can restore the Formula Bar with this command.

Set Current Window Tools as Default `writeDefaultTools~`

The worksheet toolboxes are described in the tutorial section of this book. After you assign tools to the toolboxes, you can have the same tools appear on every new worksheet you create by selecting this command while your worksheet is current.

Arrange in Front `arrangeInFront~`

When you have more than one worksheet window displayed on the screen, this command will arrange all the windows neatly in a cascade. The titles of the worksheets appear as items on the Windows menu, so you can easily choose which window you want to be the active one.

Miniaturize Window `performMiniaturize~`

Choose this command if you want to "park" a worksheet temporarily in a corner of your screen while you work on a different worksheet. When you select this command, the active worksheet turns into a Mesa worksheet icon and moves to the margin of the screen. The icon displays the worksheet title so you can identify it. Restore the worksheet to full size by double-clicking its icon.

New Window `anotherWindow~`

The New Window command creates an additional window on your current worksheet, with all titles, values, and formulas in place. One or more windows are useful if your worksheet is too large to fit in one window and you frequently need to switch from one part of the worksheet to another. You can easily switch between windows as you work.

This command performs the same as **Sheet -> New Window**, and is included on this submenu for your convenience.

Close Window `performClose~`

After you have created a new window on your worksheet, this command lets you save and close the window without closing the worksheet on which it is based. Do not confuse this command with **File -> Close**, which closes the worksheet itself.

`closeSheet~`

Close Error Panel `closeErrorPanel~`

This command closes the error panel that may appear on your worksheet in response to some unusual condition.