

# Tool Bar

## Format -> ToolBar

The ToolBar is a very useful feature of Mesa. It allows you to create your own movable window containing a selection of frequently used Mesa commands and have them always ready to use. When you click the ToolBar command, an empty ToolBar window opens and you can populate it with your own selection of Mesa commands. Do this by pressing the Command key while dragging and dropping a command from its regular menu window to a blank square on the ToolBar. The ToolBar can hold up to 21 menu items, macros and reports, and you can resize it if you do not use all of the open squares.

Parent Menu Format<sup>⌘</sup>.