

# Commands

The following topics are covered:

- Editing a Toolbar
- Adding User-Defined Commands to a Toolbar
- Removing Commands from a Toolbar
- Rearranging Commands in the Toolbar

See also:

- Toolbars and Menus
  - Command Line
  - System Commands
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## Editing a Toolbar

### To edit a toolbar

1. From the **Tools** menu, select "Customize..."
2. From the "Commands" dialog box, select a category.
3. Select a command and, using drag and drop, place the icons needed into the new toolbar at the top of the screen.
4. Close the dialog box.

## Adding User-Defined Commands to a Toolbar

To define and add user-specific commands to a toolbar, proceed as described under User Commands.

## Removing Commands from a Toolbar

1. From the **Tools** menu, open the "Customize..." dialog box.
2. Select the command icon to be removed from the toolbar.
3. Click the right mouse button.  
From the resulting context menu, choose **Delete** to remove the command icon.

## Rearranging Commands in the Toolbar

1. From the **Tools** menu, open the "Customize..." dialog box.
2. Choose the command icon in the toolbar to be rearranged.
3. Using drag and drop, place the icon into the selected toolbar.