Toolbars appear in application and folder windows. They normally consist of buttons that provide quick access to commands that are also available from the Menu bar. Just click a button to activate the command.

Each button on a toolbar has an icon illustrating the function that it provides. Many applications have Smart Buttons. When you move the pointer to a Smart Button, a description of the button's function is displayed underneath.

Many applications provide several toolbars that you can hide or display as required. Some applications enable you to customize toolbars to show just the buttons you need and even to create your own toolbars.