

Working with Windows

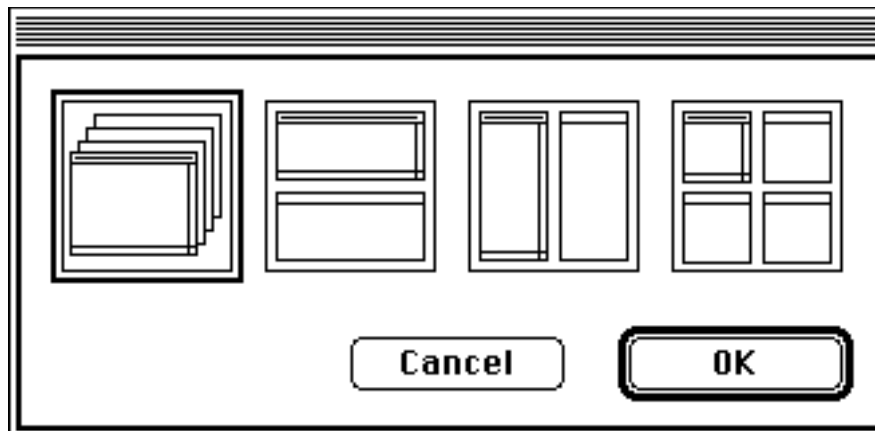
Since BBEdition provides the ability to open a large number of windows, it would be remiss if you didn't also have some way to organize those windows.

This section describes the commands that are available under the **Windows** menu, including:

- Arrange...
- Zoom
- Send To Back
- Exchange with Next
- Synchro Scrolling

The "Arrange..." command

"Arrange..." provides convenient means to organize the windows on your screen so that you can work with them more easily. There are four ways to arrange windows, shown here in the dialog from left to right:



- **Stack.** BBEdition will stack the windows down and to the left. If you have "Leave Room for Finder Icons" checked in the "State" section of the Preferences dialog, space will be left on the bottom and right edges of the screen.
- **Horizontal Tile.** BBEdition will stack the windows in two rows so that one stack of windows occupies the top half of the screen, and the other stack of windows occupies the bottom half of the screen.
- **Vertical Tile.** BBEdition will stack the windows in two columns so that one stack of windows occupies the left half of the screen, and the other stack of windows occupies the right half of the screen.
- **Full Tile.** BBEdition will figure out how many rows and columns can be used to tile windows. The larger your screen, the more rows and columns can be used, but the windows will never be narrower than half of a classic Macintosh screen.

Zoom

The "Zoom" command provides a convenient way to zoom and un-zoom the front window using the keyboard, since it has a command-key equivalent. Choosing this command has the same effect as clicking in the window's zoom box.

Send To Back

"Send To Back" sends the front window behind all other windows. Choosing this command repeatedly has the effect of cycling through all of the open windows.

Exchange With Next

"Exchange With Next" brings the second window to the front. Choosing this command repeatedly alternates between the two front windows.

Synchro Scrolling

When "Synchro Scrolling" is checked, the two front windows will always be scrolled together. Synchro scrolling can be handy when examining two files which are slightly different; you can scroll to the appropriate point in each, then turn on Synchro Scrolling and browse through both windows simultaneously.