

## The Value of the Customizable Tool Bar

Not all users work the same way. Some use the software for analyzing intakes. Some use their software to create, analyze, and publish recipes. Some do Assessment Reports. Some need to do Meal Planning.

Because not all users use the same functions with the same frequency, it makes sense to allow users to customize their work interface.

The NutriBase Tool Bar is your work interface. This window allows you to access any NutriBase function. This is one of many possible views of the NutriBase Tool Bar:



Although there are nearly 30 tools available to users, all NutriBase functions can also be accessed from the Menu Bar across the top of the window. For this reason, it is reasonable to remove Icons that are rarely used... you can always access them by clicking the Menu Bar options when needed.

To add or remove icons, click the down arrow situated in the lower-right corner of the Tool Bar.

Once you are "up to speed" with the Icons, you can remove the captions if desired. Doing so gives you a more compact Tool Bar. You can remove captions by clicking the Prefs option, clicking the Toolbar Tab, then clicking the option desired.

The User Prefs section also lets you select from XP style or Office style Icons. There may come a time when you move to smaller icons when you become more familiar with your tools.