

Creating custom toolbars, menus and icons in MetaMorph and MetaXpress

INTRODUCTION

This document describes how to create custom toolbars, menus and icons in MetaMorph, MetaXpress and MetaVue. The following customization tools are available for administrators. We do not recommend adding and removing toolbars, menu items or icons if you are not the administrator of the Meta Imaging Series system.

Custom toolbars and icons enable you to create a task-orientated version of the Meta desktop with quick access to commonly used menu options, taskbars, and journals. For example, you can create a toolbar containing the most commonly used commands in a lab, or one with a sequential list of commands used to perform a specific task. Custom menus enable you to hide available menu items and create a customized desktop showing a limited subset of controls.

NOTES

This document describes the following procedures:

- Creating customized toolbars
- Creating custom menus
- Assigning custom icons
- Using the toolbars within MetaMorph, MetaXpress, and MetaVue

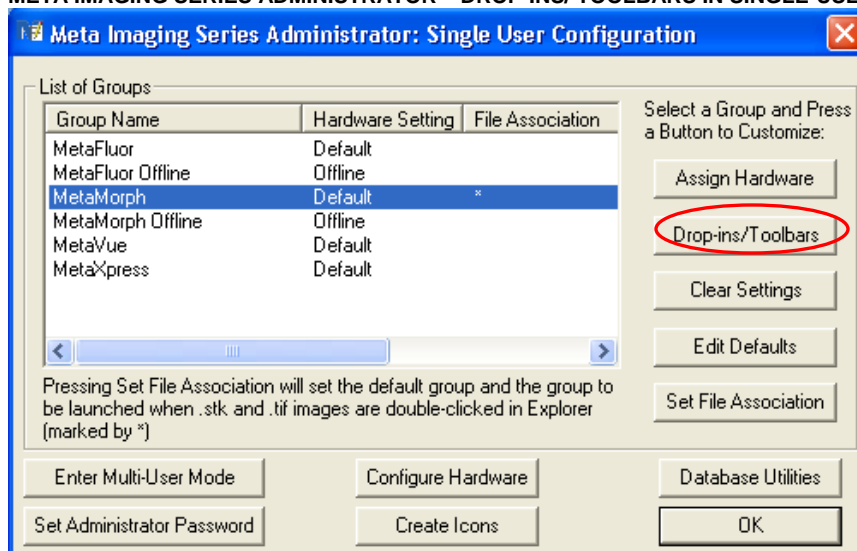
Toolbars, menus and icons are customizable for both the single user mode and the multi-user mode.

CREATING CUSTOM TOOLBARS

Complete the following steps to create a custom toolbar:

1. Open the Meta Imaging Series Administrator, select the software group to customize from the *List of Groups* table, and then click *Drop-ins/Toolbars*, as shown in Figure 1 (Single-User Mode):

FIGURE 1
META IMAGING SERIES ADMINISTRATOR – DROP-INS/ TOOLBARS IN SINGLE-USER MODE



ARTICLE #
T20044

PRODUCTS
MetaVue
MetaMorph® 6.0 and later
MetaXpress

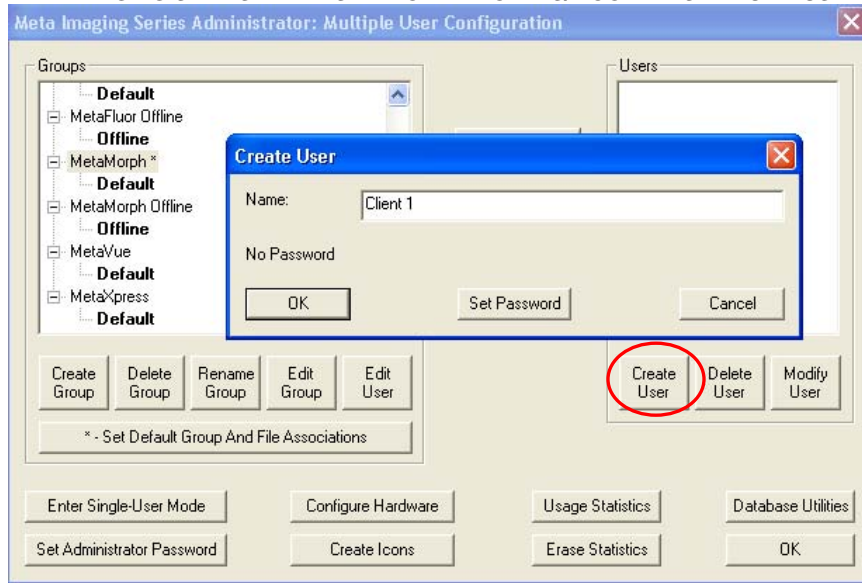
CREATED
19-Aug-2005

LAST UPDATED
22-Sep-2005

NOTE: Follow steps 2-4 if you are in Multi-user mode. If you are not in Multi-User mode, skip to Step 5 to begin configuring toolbars, menus, or icons.

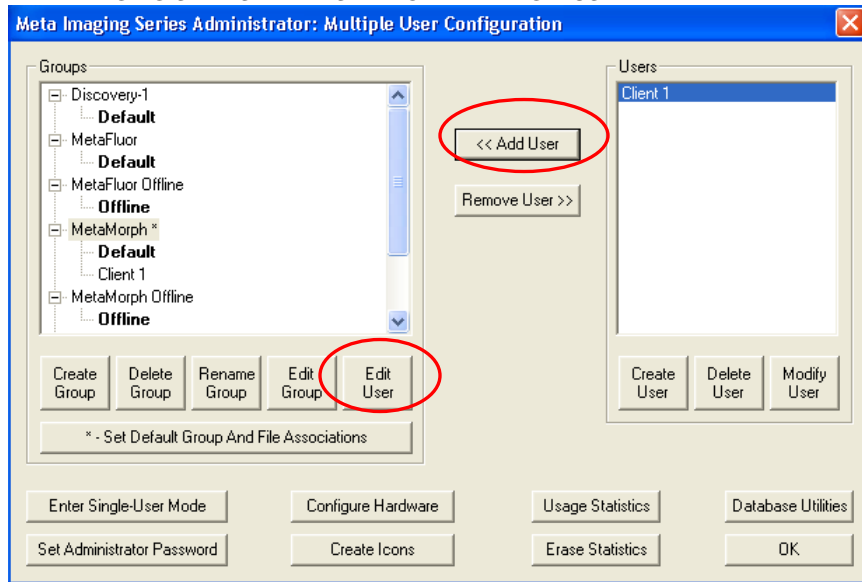
2. If you are in Multi-User Mode, open the Meta Imaging Series Administrator: select *Create User* and specify a name in the *Name* field, as shown in Figure 2:

**FIGURE 2
META IMAGING SERIES ADMINISTRATOR – DROP-INS/ TOOLBARS IN MULTI-USER MODE**



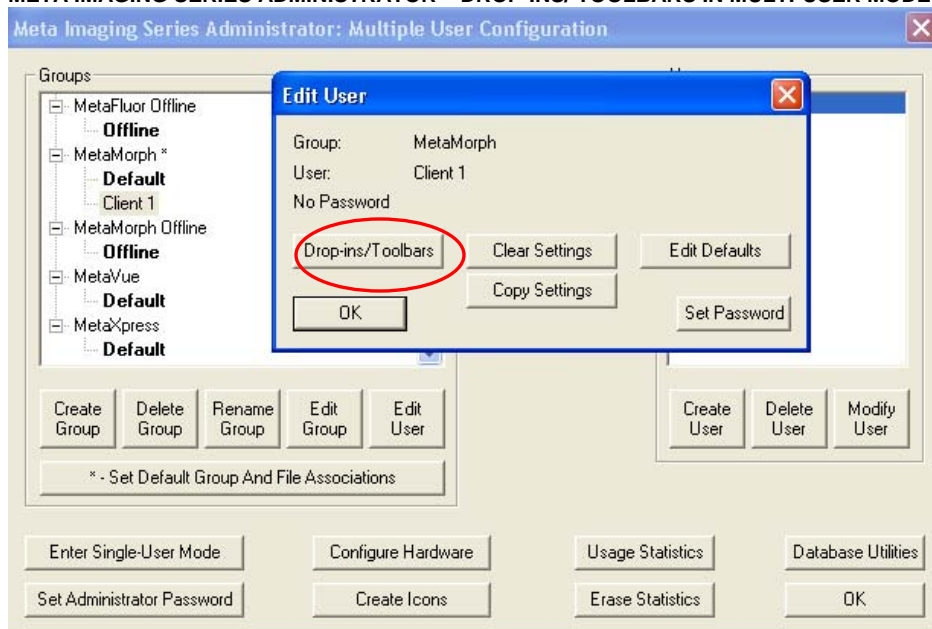
3. Select the software group to customize from the *List of Groups* table and select *Add User* to add a user to a selected Group. Then click *Edit User* to view more options for the user within the selected group, as shown in Figure 3:

**FIGURE 3
META IMAGING SERIES ADMINISTRATOR – ADDING A USER**



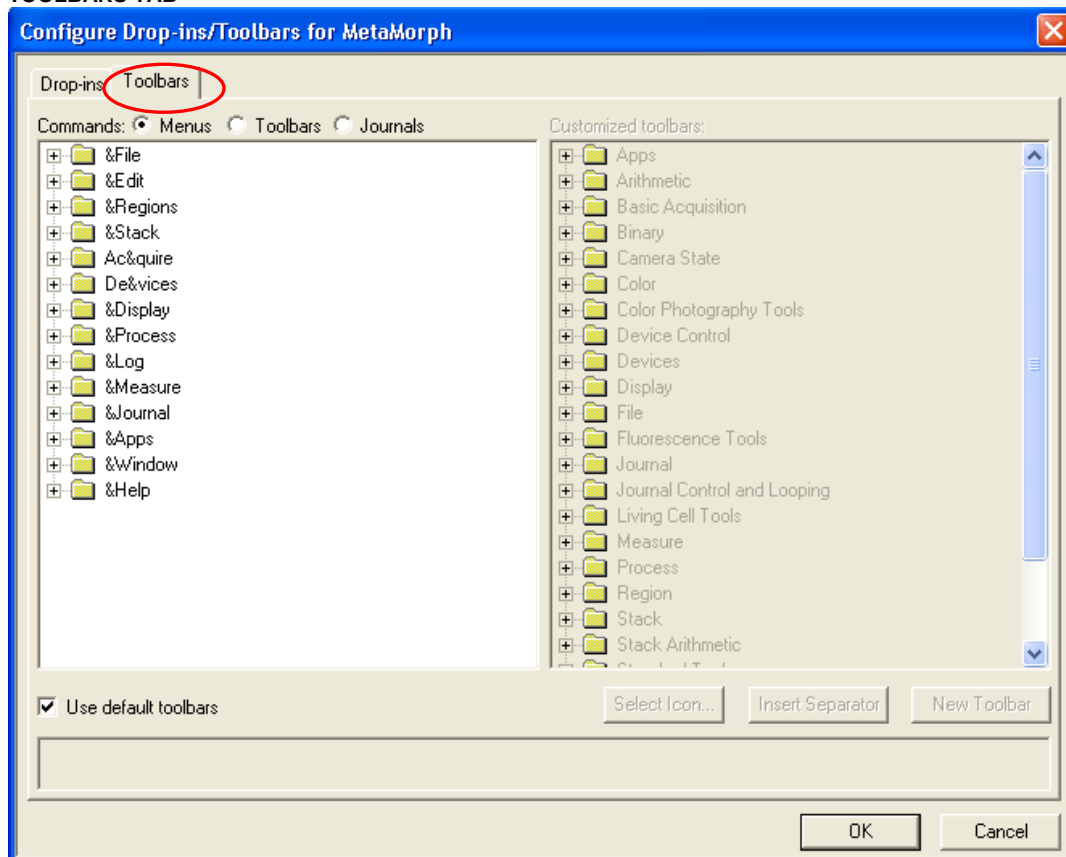
4. Click *Drop-ins/Toolbars*, as shown in Figure 4:

FIGURE 4
META IMAGING SERIES ADMINISTRATOR – DROP-INS/ TOOLBARS IN MULTI-USER MODE



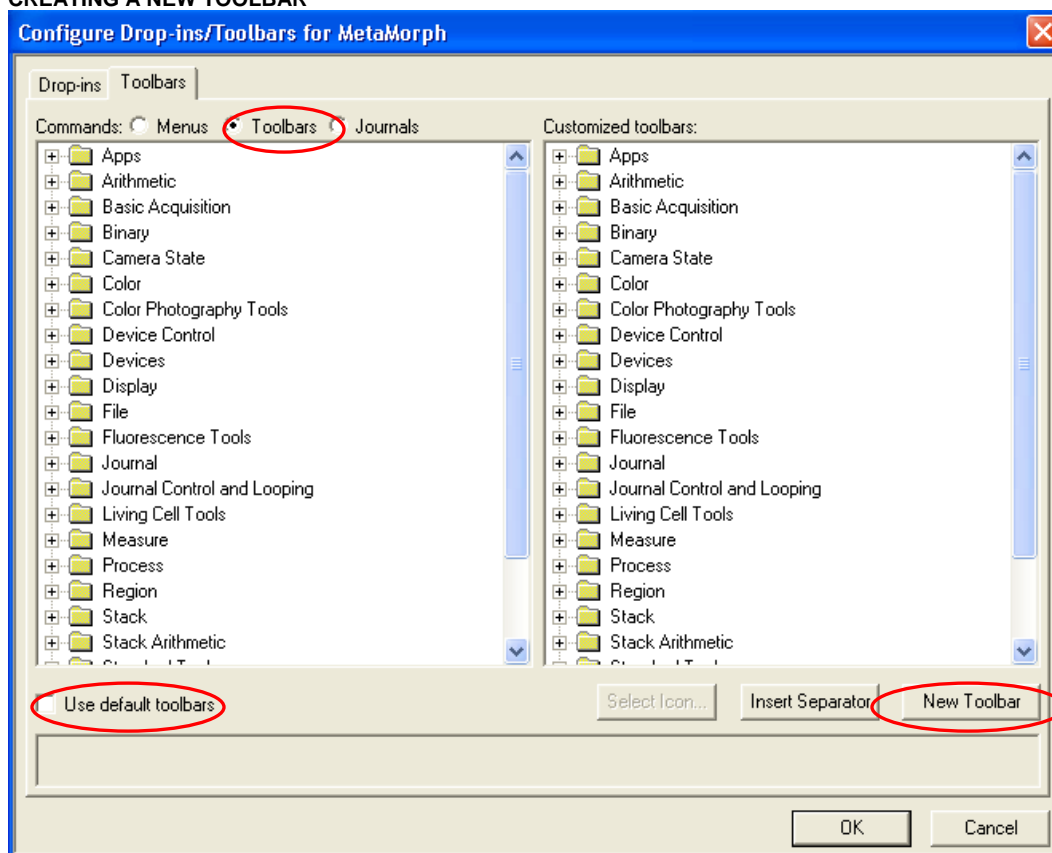
5. The Configure Drop-ins/Toolbars dialog box opens. Click the *Toolbars* tab, as shown in Figure 5:

FIGURE 5
TOOLBARS TAB



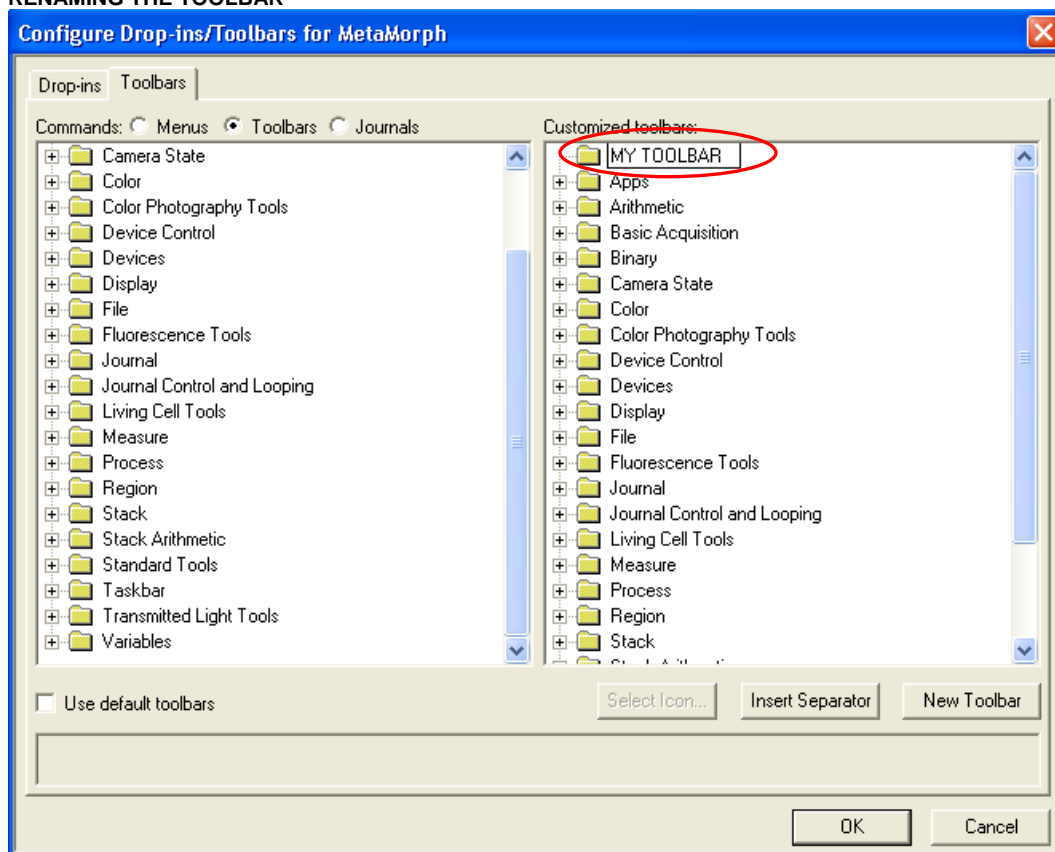
- Click the *Toolbars* radio button, deselect the *Use default toolbars* checkbox, and then click *New Toolbar*, as shown in Figure 6:

FIGURE 6
CREATING A NEW TOOLBAR



7. A new toolbar folder called *New Toolbar* opens at the top of the *Customized toolbars* list. Double-click the folder to rename it. In this example, we renamed it *MY TOOLBAR*, as shown in Figure 7:

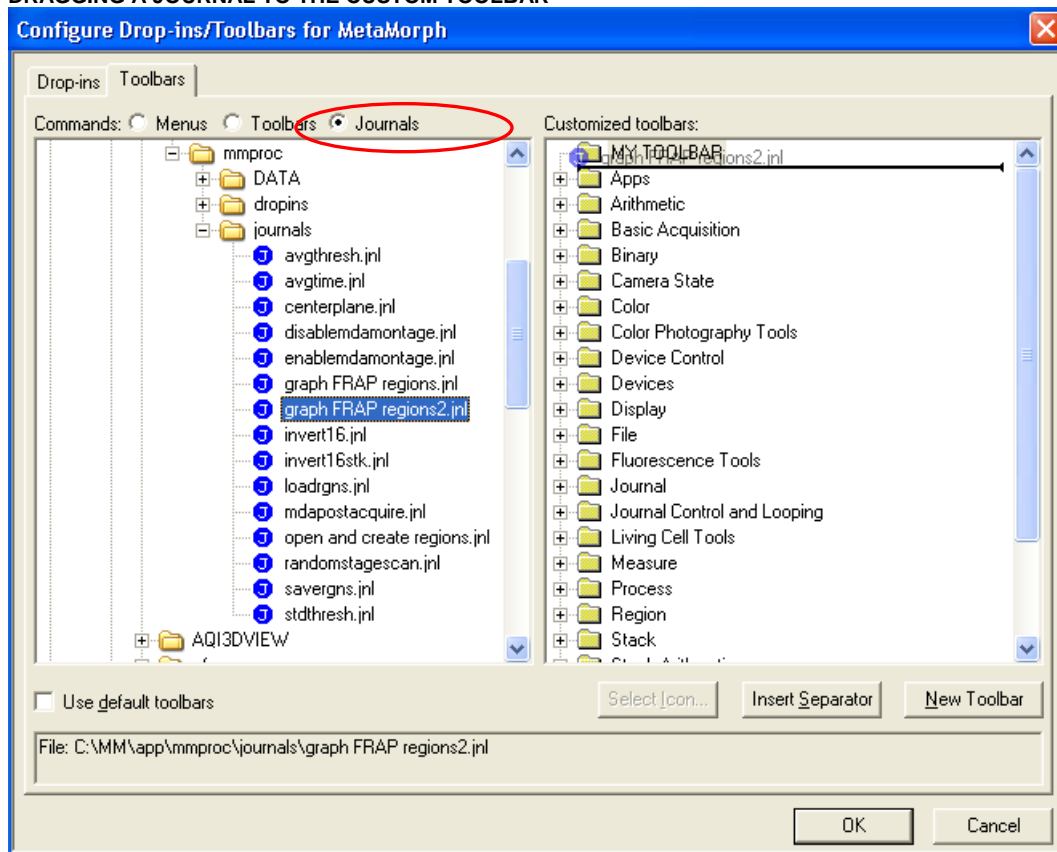
FIGURE 7
RENAMING THE TOOLBAR



8. Select the radio button for the type of command to add to your toolbar. You can select either the *Menus*, *Toolbars*, or *Journals* radio buttons to determine which type of commands are shown in the *Commands* list.

9. Navigate the *Commands* list to locate the first item you want in your toolbar and drag it over the toolbar you created in the *Customized toolbar* list. In Figure 8, a journal is added to the *MY TOOLBAR* toolbar:

FIGURE 8
DRAGGING A JOURNAL TO THE CUSTOM TOOLBAR

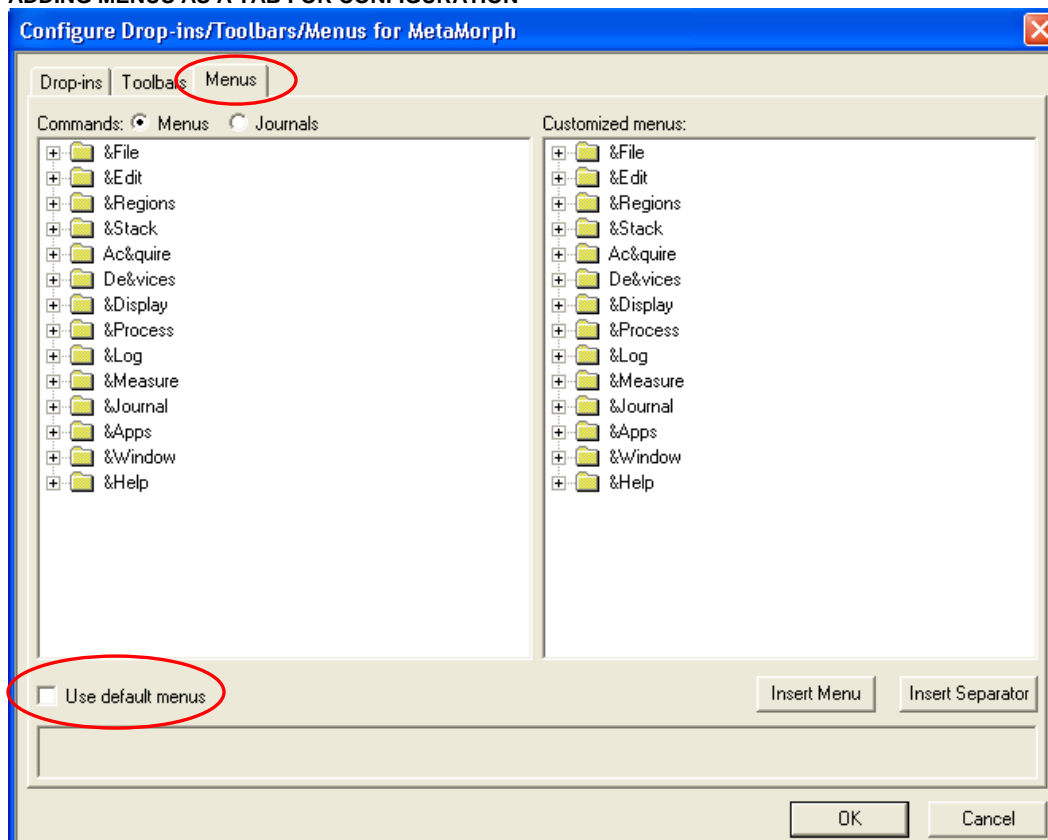


10. Repeat Steps 8-9 as needed to add the desired commands to your toolbar.

NOTE: You can add different types of commands to the same toolbar. For example, a single toolbar can have any combination of Menu, Toolbar, and/or Journal items added to it. You can also create as many new toolbars as needed with the *New Toolbar* Command.

11. If you are an administrator of a system and would like have menu items hidden, this is configurable as well. For functions that are associated with a drop-in, you can simply select the Drop-ins tab and remove specific drop-ins. For tools that are not associated with a drop-in, you can customize the menu options by typing **Ctrl+M** to access the *Menus* Tab, as shown in Figure 9. Select the *Menus* radio button, and then deselect the *Use default menus* checkbox. The menu items are now configurable using the same process used to customize toolbars:

FIGURE 9
ADDING MENUS AS A TAB FOR CONFIGURATION

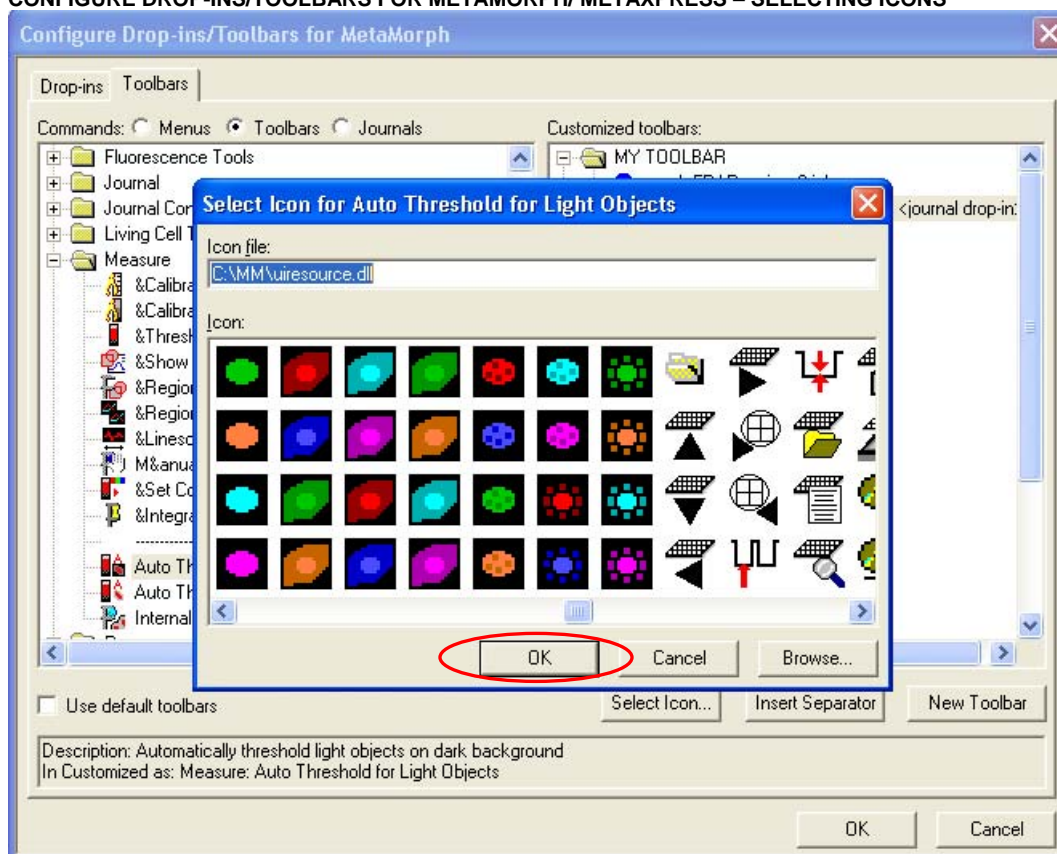


ASSIGNING CUSTOM ICONS

When you drag a command into a custom toolbar, its default icon is carried over with it. Each menu and toolbar command has its own icon; however, each journal has the same generic journal icon. To associate a custom icon to your journals (or change the icon of a menu or toolbar command), complete the following procedure:

1. Select the icon you want to customize from your custom toolbar and click *Select Icon*. The Select Icon dialog box for the selected command opens, as shown in Figure 10:

FIGURE 10
CONFIGURE DROP-INS/TOOLBARS FOR METAMORPH/ METAPRESS – SELECTING ICONS



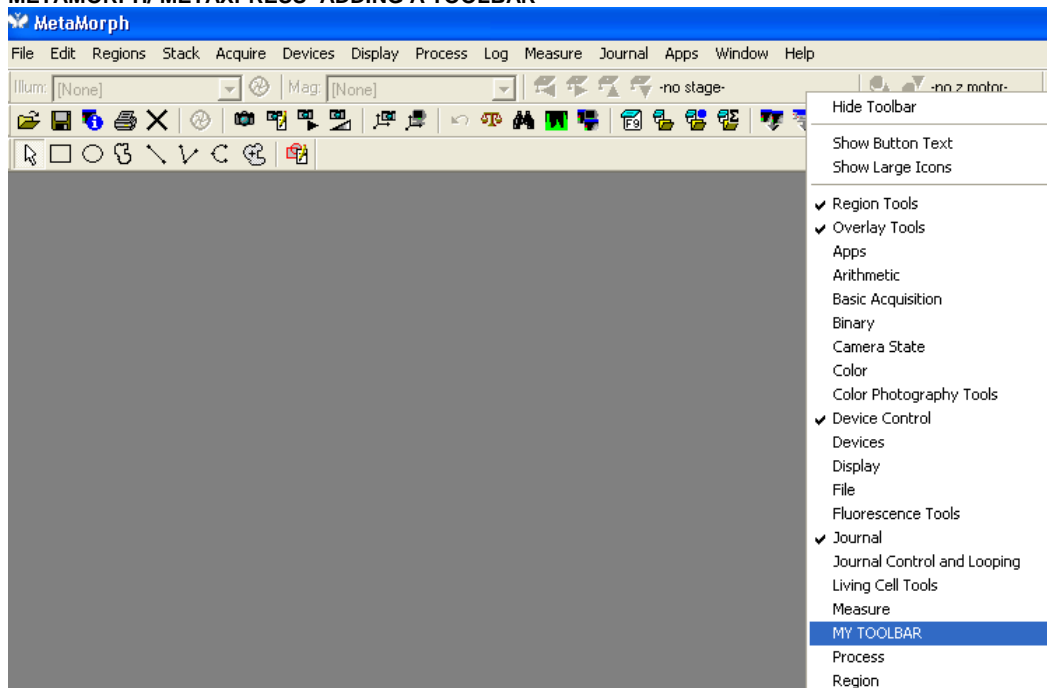
2. Select the icon you want to use and click *OK*. The icon is updated in your custom toolbar.
3. Repeat Steps 1-2 as needed. When finished, click *OK* to close the Configure Drop-ins/Toolbars dialog box, then click *OK* again to close the Meta Imaging Series Administrator.

USING THE TOOLBARS WITHIN METAMORPH, METAPRESS, AND METAVUE

To activate your custom toolbar, complete the following procedure:

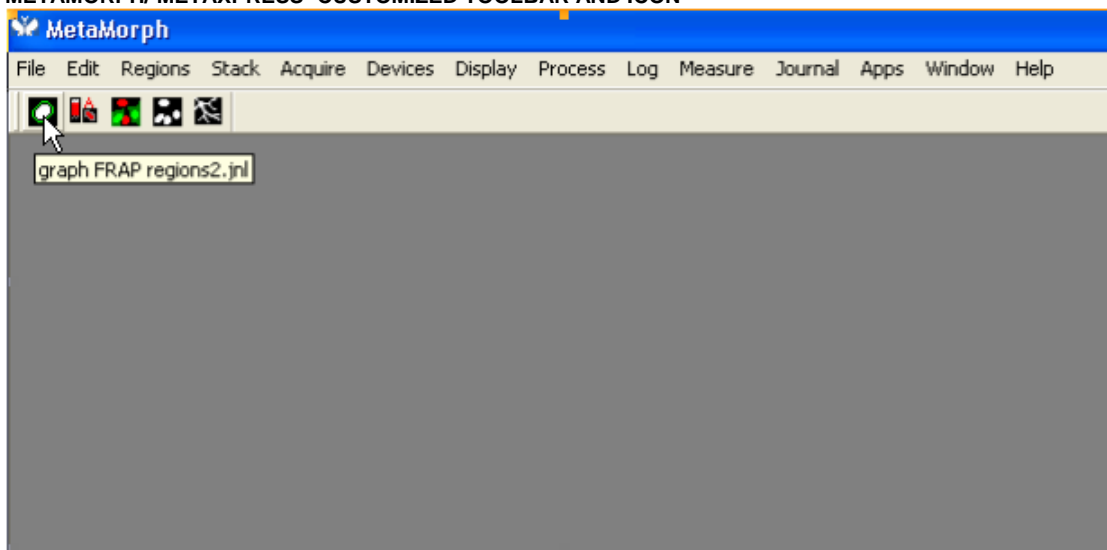
1. Open the Meta application that you want to use the custom toolbar.
2. Right-click within one of the current toolbars and select your new toolbar from the list, as shown in Figure 11:

FIGURE 11
METAMORPH/ METAPRESS- ADDING A TOOLBAR



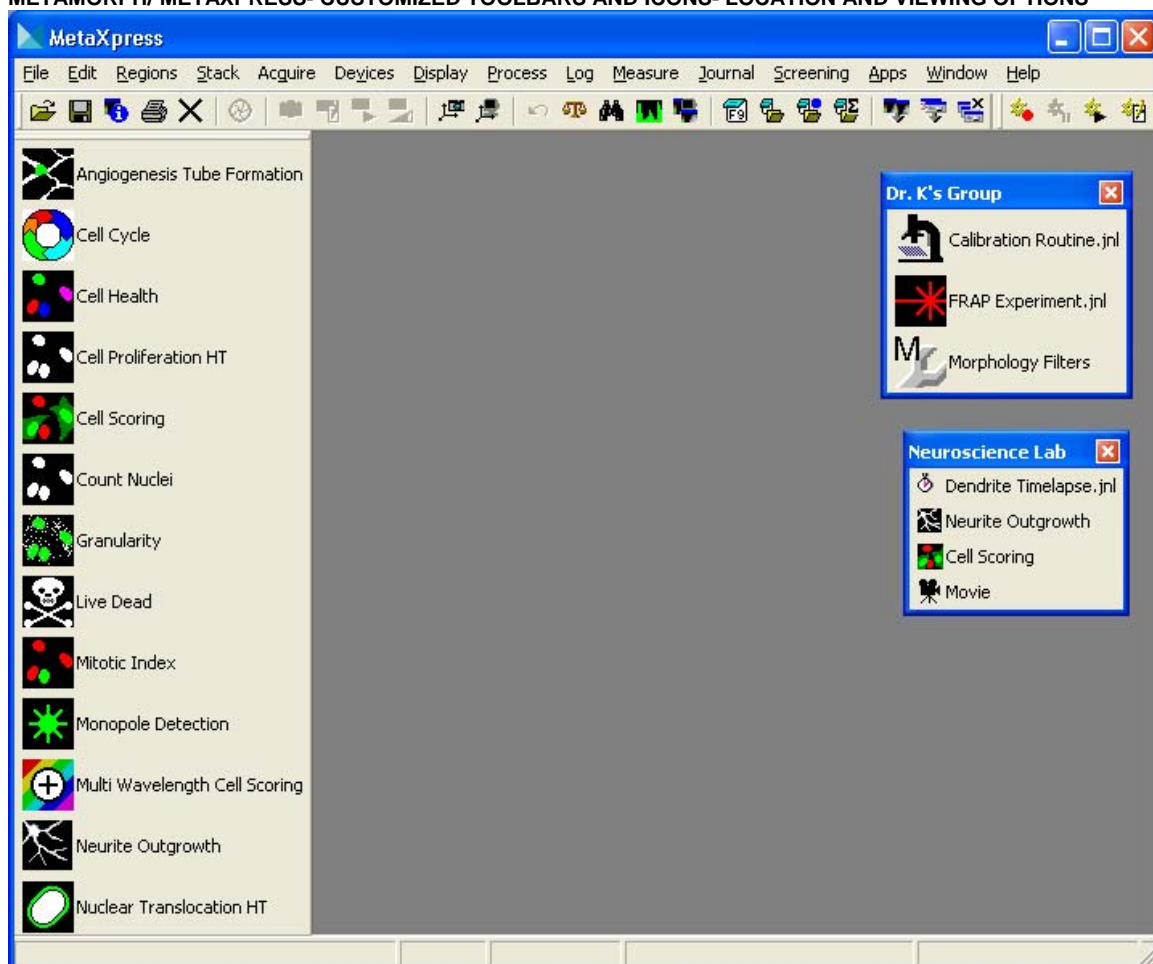
3. Your custom toolbar opens. Future editing and modifying done in the Meta Imaging Series Administrator will automatically update the customized toolbar in MetaMorph. Placing your cursor over an icon displays the name of the command or journal that will run, as shown in Figure 12:

FIGURE 12
METAMORPH/ METAPRESS- CUSTOMIZED TOOLBAR AND ICON



- A toolbar can be moved to any area of the MetaMorph/MetaXpress desktop, or it can be docked on any side of the application's window. To move a toolbar, click and drag it to the location desired. To change the text or icon size options for a toolbar, right-click inside the toolbar and select Show Button Text or Show Large Icons. Many options are available for the display of each toolbar. Figure 13 shows several toolbar options:

FIGURE 13
METAMORPH/ METAXPRESS- CUSTOMIZED TOOLBARS AND ICONS- LOCATION AND VIEWING OPTIONS



BACKING UP THE TOOLBARS WITHIN METAMORPH, METAXPRESS, AND METAVUE

To backup your custom toolbars, menus and icons, make a copy of the Groups folder located in the root MetaMorph directory (by default, **C:\MM\Groups**).

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