# The BibleTime Handbook

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**Abstract**

BibleTime is a completely free Bible study program. The program's user interface is built with the Qt framework, which makes it run on several operating systems including Linux, Windows, FreeBSD and Mac OS X. The software uses the SWORD programming library to work with over 900 free Bible texts, commentaries, dictionaries and books in over 50 languages provided by the Crosswire Bible Society and several other repositories.

The BibleTime Handbook is distributed with the BibleTime study program.

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# Chapter 1. Introductie

## About BibleTime

BibleTime is a Bible study tool with support for different types of texts and languages. Even large amounts of works modules are easy to install and manage. It is built on the SWORD [http://www.crosswire.org/sword/] library, which provides the back-end functionality for BibleTime, such as viewing Bible text, searching etc. SWORD is the flagship product of the Crosswire Bible Society [http://www.crosswire.org].

BibleTime is designed to be used with works encoded in one of the formats supported by the SWORD project. Complete information on the supported document formats can be found in the developers section [http://www.crosswire.org/sword/develop/index.jsp] of the SWORD Project, Crosswire Bible Society.

## Beschikbare modules

Over 280 documents in 50 languages are available from the Crosswire Bible Society [http://www.crosswire.org]. These include:

| | |
|---|---|
| Bijbels | The full Bible text, with optional things like Strong's Numbers, headings and/or footnotes in the text. Bibles are available in many languages, and include not only modern versions, but also ancient texts like the Codex Leningradensis ("WLC", Hebrew), and the Septuagint ("LXX", Greek). This is the most advanced section in the library of the SWORD project. |
| Boeken | Books available include "Imitation of Christ", "Enuma Elish", and "Josephus: The Complete Works" |
| Bijbelcommentaren | Commentaries available include classics like John Wesley's "Notes on the Bible", Matthew Henry's commentary and Luther's "Commentary on Galatians." With the *Personal* commentary you can record your own personal notes to sections of the Bible. |
| Dagelijkse overdenkingen | Veel mensen waarderen deze dagelijkse porties van Gods Woord. Onder de beschikbare modules bevinden zich Daily Light on the Daily Path (Dagelijks Licht op het Dagelijkse Pad) en de Losungen. |
| Lexicons/Woordenboeken | Lexicons available include: Robinson's Morphological Analysis Codes, and the International Standard Bible Encyclopaedia. Dictionaries available include Strong's Hebrew Bible Dictionary, Strong's Greek Bible Dictionary, Webster's Revised Unabridged Dictionary of the English Language 1913, Nave's Topical Bible. |

There are several other repositories that BibleTime will load and use.

## Motivatie

Our desire is to serve God, and to do our part to help others grow in their relationship with Him. We have striven to make this a powerful, quality program, and still make it simple and intuitive to operate. It is our desire that God be praised, as He is the source of all good things.

> Iedere gave, die goed, en elk geschenk, dat volmaakt is, daalt van boven neder, van de Vader der lichten, bij wie geen verandering is of zweem van ommekeer.
>
> —Jakobus 1:17, NBG51

God zegene u wanneer u dit programma gebruikt.

# Chapter 2. BibleTime opstarten

## Hoe u BibleTime opstart

### BibleTime opstarten

BibleTime is an executable file that is integrated with the desktop. You can launch BibleTime from the Start Menu with this icon:



BibleTime can also be launched from a terminal command prompt. To launch BibleTime, open a terminal window and type:

```
bibletime
```

### Aanpassing van het opstarten

From a terminal you can use BibleTime to open a random verse in the default bible:

```
bibletime --open-default-bible "<random>"
```

To open at a given passage like John 3:16, use:

```
bibletime --open-default-bible "John 3:16"
```

You can also use booknames in your current bookname language.

# Starting BibleTime for the first time

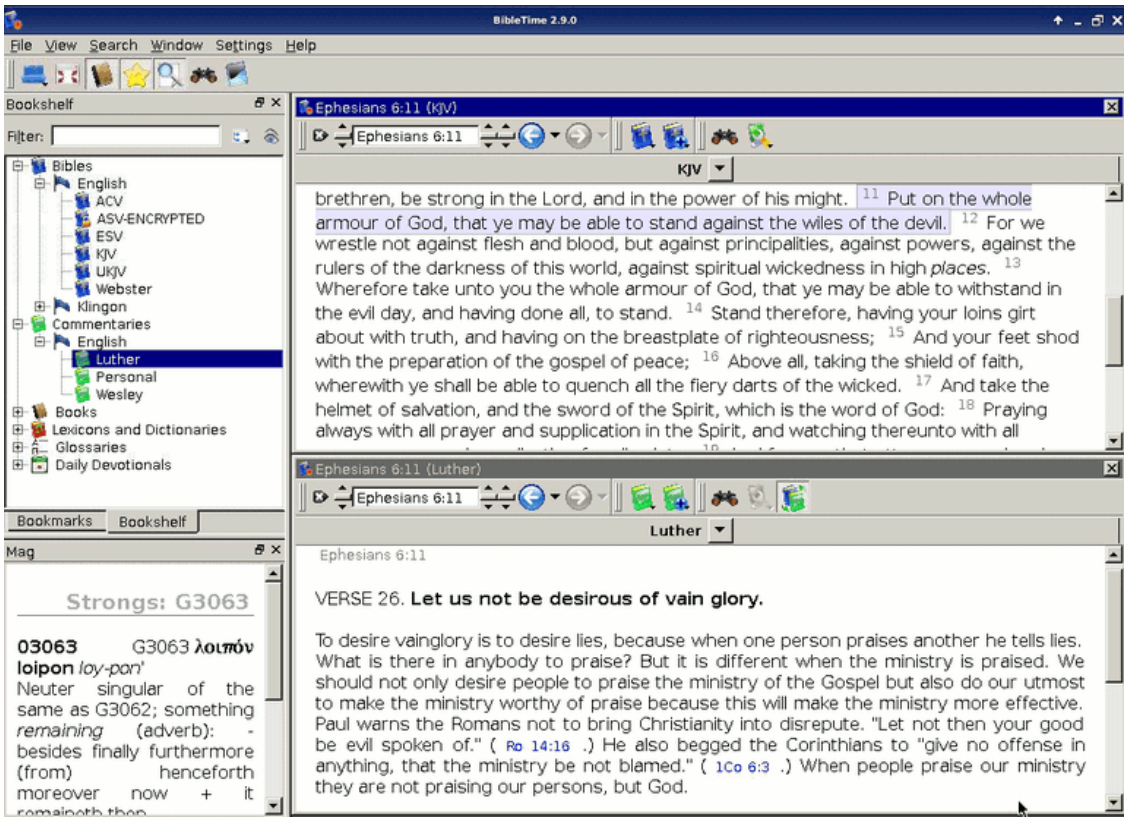
If you are starting BibleTime for the first time, you will want to configure the following options, available under the Settings menu bar.

| | |
|---|---|
| Bookshelf Manager | Modifies your Bookshelf. This dialog lets you modify your Bookshelf, add or delete works from your system. It will only be shown if no default Bookshelf can be found. Please see The Bookshelf Manager section for further details. If you start off with an empty Bookshelf, it will be helpful to install at least one Bible, Commentary, Lexicon and one Book to get to know BibleTime's basic features quickly. You will be presented with a list of works that are available from the Crosswire Bible Society and other repositories; |
| Configure BibleTime dialog | Customizes BibleTime.This dialog lets you adapt BibleTime to your needs. Please see the detailed description of this dialog. |

# Chapter 3. Werking van het programma

## Programma overzicht

This is what a typical BibleTime session looks like:




You can easily see the different parts of the application. The top left window is used to open installed works in the Bookshelf tab, and with the Bookmarks tab you can manage your bookmarks. The little "Mag" window below the Bookshelf is used to display extra information that is embedded in documents. When you move your mouse over a footnote marker, for example, then the Mag will display the actual content of the footnote. The toolbar gives you quick access to important functions, and the Desk on the right side is where you do your real work.

Laten we nu doorgaan en één voor één de verschillende onderdelen van de toepassing bekijken.

## Onderdelen van het BibleTime toepassingsvenster

### De Boekenplank

De Boekenplank laat alle geïnstalleerde modules zien, gesorteerd per categorie en taal. Het heeft ook een categorie genaamd "Bladwijzers". Dit is de plaats waar u uw eigen bladwijzers kunt opslaan en openen.

## Opening works

To open a work from the bookshelf for reading, simply double-click with the left mouse button on the desired category (Bibles, Commentaries, Lexicons, Books, Devotionals or Glossaries) to display its contents. Then just double-click on one of the works to open it for reading. A read window will appear in the Desk area.

If you are reading a certain work, and want to open another work at the passage you are reading, you can use a shortcut. Simply click with the left mouse button on the verse/passage reference (pointer changes to hand) and drag it to the Bookshelf. Drop it on the work you want to open, and it will be opened for reading at the specified location. You can also drag a verse reference into an existing read window, then it will jump to the specified location.

## Additionele informatie over modules

If you click with the right mouse button on the symbol of a work, you will see a menu with additional entries that are relevant for this work. "About this work" opens a window with lots of interesting information about the selected work. "Unlock this work" opens a small dialog for encrypted documents, where you can enter the unlock key to access the work. For additional information on locked works, please see the Locked Modules [http://www.crosswire.org/sword/modules/aboutlocked.jsp] page on the Crosswire Bible Society web site.

## Zoeken in modules

You can search in a work by clicking with the right mouse button on its symbol and selecting "Search in work(s)". By pressing Shift and clicking on other works you can select more than one. Then follow the same procedure to open the search dialog. You will be searching in all of these documents. A complete description of the operation of the search features can be found on the Searching in Works section.

## Werken met bladwijzers

### Tip

Drag & Drop Werkt Hier

Click with the right mouse button on the bookmark category of the bookshelf and select "Create new folder" to create a new bookmark subfolder. You can use normal drag & drop functions to drag verse references from read windows or search results to the bookmark folder, and to rearrange bookmarks between folders.

You can also import bookmarks from other people or export bookmarks to share them. To do this, open the context menu of the bookmark folder as described above, and select "Export bookmarks". This will bring up a dialog box for you to save the bookmark collection. You can import bookmarks in a similar way.

You can also click with the right on folders and bookmarks to change their names and descriptions.

# Het Vergrootglas

Dit kleine venster in de linkeronderhoek van het BibleTime venster is volledig passief. Telkens wanneer uw muisaanwijzer over een stukje tekst met extra informatie gaat (bijv. Strong-nummers), dan wordt deze extra informatie weergegeven in het Vergrootglas en niet in de tekst zelf. Probeer het maar eens uit.

# Het Bureau

The Desk is where the real work with BibleTime takes place. Here you can open works from the Bookshelf, read them, search in them, and even save your annotations in the personal commentary module (see below).

## Modules lezen

Zoals we al gezien hebben, kunt u de te lezen modules simpelweg openen door te klikken op hun symbool in de Boekenplank. Een leesvenster zal worden geopend in het Bureau gebied. Ieder leesvenster heeft een werkbalk. Hier kunt u gereedschappen vinden om te navigeren in de module waarin dit leesvenster is verbonden, alsmede history knoppen zoals u die kent vanuit uw internet browser.

## Auto Scrolling

The currently active window can be auto scrolled up or down. Start scrolling by press Shift+Down. You can increase the scrolling speed by pressing Shift+Down multiple times. To pause scrolling press Space. To start scrolling again at the previous speed press Space again. To slow down scrolling or scroll the other direction press Shift+Up one or more times. Pressing any other key or changing the active window will stop the scrolling.

## Plaatsing van leesvensters

Of course, you can open multiple works at the same time. There are several possibilities for arranging the read windows on the desk. Please have a look at the entry Window in the main menu. There you can see that you can either control the placement of the read windows completely yourself, or have BibleTime handle the placement automatically. To achieve this, you have to select one of the automatic placement modes available at Window $\rightarrow$ Arrangement mode. Just try it out, it's simple and works.

## Uw eigen bijbelcommentaar bewerken

To be able to store your own comments about parts of the Bible, you have install a certain work from the library of the Crosswire Bible Society [http://www.crosswire.org]. This work is called "Personal commentary".

Open the personal commentary by clicking on its symbol in the Bookshelf with a left mouse button. You can edit this commentary by just clicking on any verse. A dialog opens which allows you to add or edit text for that verse.

### Tip

If Edit this work is deactivated, please check if you have write permission for the files of the personal commentary.

### Tip

Drag & drop works here. Drop a verse reference and the text of the verse will be inserted.

# Zoeken in modules

## Tekst zoeken in een geopend leesvenster

You can look for a word or phrase in the open read window (e.g. the chapter of a bible that you're reading) just like you are used to from other programs. This function can be reached either by clicking with the right mouse button and selecting Find..., or by using the shortcut **CtrlF**. Read on to learn how you can search in entire works.

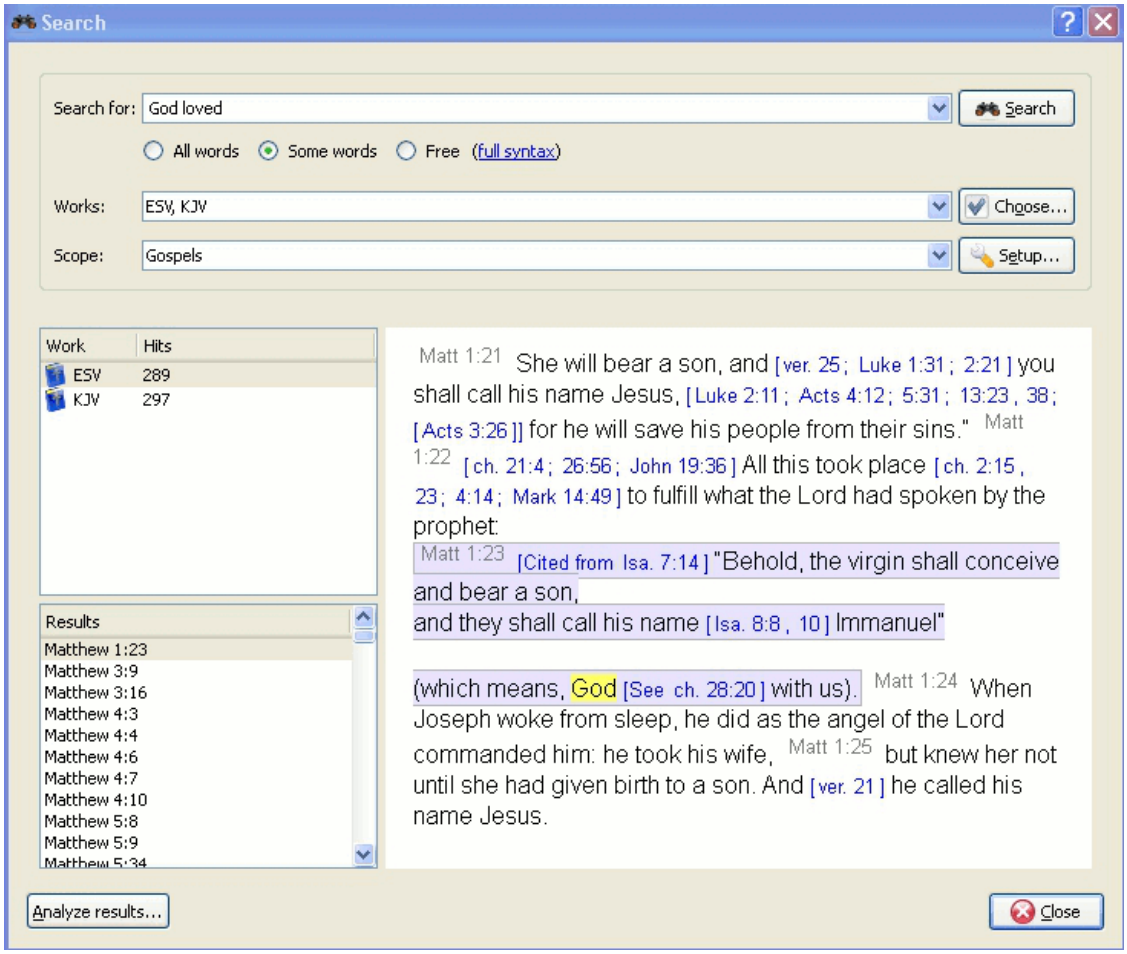
# De zoekdialoog benaderen

You can search in a work by clicking with the right mouse button on its symbol in the Bookshelf and selecting Search in work(s). By holding Shift or Ctrl and clicking on other work's names you can select more than one. Then follow the same procedure to open the search dialog. You will be searching in all of these works at the same time.

You can also access the search dialog by clicking on Search from the main menu, and selecting the appropriate entry.

Een derde mogelijkheid om zoekopdrachten te starten is door op het zoeksymbool in een geopend leesvenster te klikken.

# Configuratie van de zoekopdracht




## Modules selecteren

At the top of the options tab you will find Choose(works). If you would like to search in multiple works, click on this button and you will be offered a menu where you can select the works you want to search in.

## Zoekbereiken gebruiken

You can narrow the scope of your search to certain parts of the Bible by selecting one of the predefined scopes from the list in Search scope. You can define your own search ranges by clicking the Setup ranges button.

## Introductie op de syntaxis van een eenvoudige zoekopdracht

Enter the search phrase separated by spaces. By default the search function will return results that match all the words. If you want to find any of the words entered, select the Some words button. If you want to perform a more complex search, select the Free button. You can see examples of searches by clicking on full syntax.

You can use wildcards: '*' matches any number of characters, while '?' will match any single character. The use of parenthesis allows you to group your search terms, e.g. '(Jesus OR spirit) AND God'.

To search text other than the main text, enter the text type followed by ':', and then the search term. Refer to the table below for examples.

Available text types:

### Table 3.1. Search Types

| Voorvoegsel | Betekenis | Example |
|---|---|---|
| Koptekst: | doorzoekt kopteksten | heading:Jesus |
| voetnoot: | doorzoekt voetnoten | footnote:Moses |
| strong: | doorzoekt Strong-nummering | strong:G535 |
| morph: | doorzoekt morfologische codes | morph:N-GSM |

### Tip

You can right click on an installed work and select About to find which of the above search criteria may work for you. Not all works have the built in features for performing this type of search.

BibleTime uses the Lucene search engine to perform your searches. It has many advanced features, and you can read more about it here: http://lucene.apache.org/java/docs/index.html [http://lucene.apache.org/java/docs/index.html].

# Zoekresultaten

Here you can see how many instances of the search string were found, sorted by works. Clicking on a work with the right mouse button allows you to copy, save, or print all verses that were found in a certain work at once. This also works when you click on one or more of the references to copy, save or print them. Clicking on a particular reference opens that verse up in context in the preview window below.

### Tip

Sleep een bijbelverwijzing en laat die los op een symbool van een module op de Boekenplank om de module op dat vers in een nieuw leesvenster te openen.

### Tip

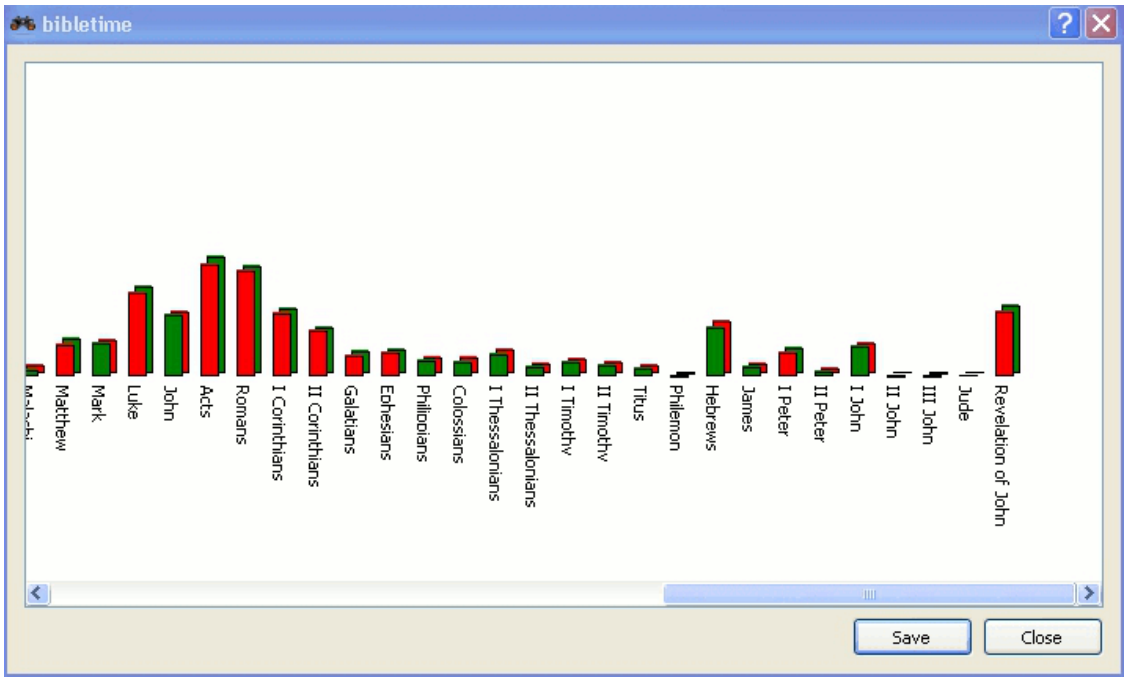
Sleep een bijbelverwijzing en laat die vallen op een geopend leesvenster en die zal verspringen naar dat vers.

### Tip

Selecteer bijbelverwijzingen en sleep ze naar de Boekenplank om bladwijzers te maken.

## Analyse van zoekresultaten

Click on Search analysis to open the search analysis display. This gives a simple graphic analysis of the number of instances the search string was found in each book of the Bible, and you can also save the analysis.




# De Boekenplank Manager

The Bookshelf Manager is a tool to manage your Bookshelf. You can install new works to your Bookshelf, and update or remove existing works from your Bookshelf. Access it by clicking Settings → Bookshelf Manager in the main menu.

## Install works

With this facility, you can connect to a repository of works (called "library"), and transfer one or more works to your local Bookshelf. These libraries may be local (e.g. a SWORD CD), or remote (e.g. Crosswire's online repository of SWORD modules, or another site offering SWORD modules). BibleTime will automatically maintain a list of remote libraries and the works available from them.

To begin the installation process, select one or more libraries that you want to install works from. Then click on the Next button. Then select one or more languages and click the Next button. You will see a list of categories. Double-click on a category to see works for that category. Select one or more works and then click on the Install Works. After the works are installed, click on the Finish.

## Update works

If there are any works that can be updated, they will be shown. Select one or more work and click the Update Works. After the works are updated, click on the Finish.

## Remove works

This facility allows you to delete one or more of the works from your Bookshelf too free up disk space. Simply choose the works` and click on the Remove works button.

# Exporteren en Printen

In many places, you can open a context menu by clicking with the right mouse button. Depending on context, it will allow you to Select, Copy (to clipboard), Save or Print text. This works for example in the read windows, when you click on the normal text or the verse reference, or in the search result page when you click on a work or one or more verse references. It is pretty straightforward, so just try it out.

Afdrukken vanuit BibleTime is redelijk elementair en is bedoelt als een hulpfunctie. Als u een document of presentatie samenstelt die tekst bevat uit BibleTime modules, dan raden we u aan om een programma voor presentaties of tekstbewerkingen te gebruiken om uw document op te maken en niet om direct vanuit BibleTime af te drukken.

# Chapter 4. Bezig met het configureren van BibleTime

In deze sectie vindt u een overzicht, hoe BibleTime te configureren. Dit kan gevonden worden onder instellingen in het hoofdmenu.

# Configureer BibleTime Dialoog

De BibleTime gebruikers-interface kan op vele manieren worden aangepast aan uw behoeften. Het configuratie dialoog vindt u door te selecteren: Instellingen Configureer BibleTime.

## Beeld

Het gedrag bij het opstarten kan aangepast worden aan de gebruiker. Maak een keuze uit de volgende opties:

- Toon opstartlogo

Display templates define the rendering of text (colors, size etc.). Various built-in templates are available. If you select one, you will see a preview on the right pane.

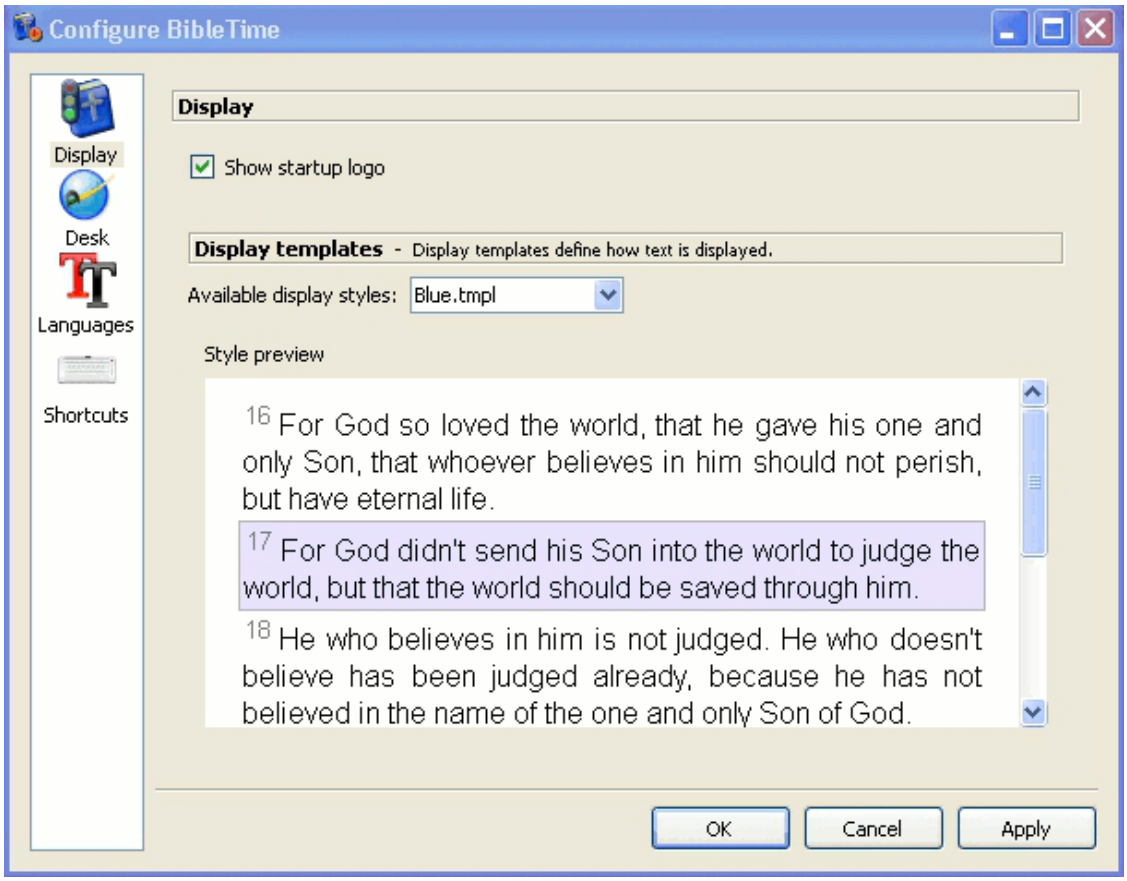
## Bureau

Many features provided by the SWORD backend can now be customized in BibleTime. These features are documented right in the dialog. You also have the possibility to specify standard works that should be used when no specific work is specified in a reference. An example: The standard Bible is used to display the content of cross references in the Bible. When you hover over them, the Mag will show the content of the verses referred to, according to the standard Bible you specified. With the use of text filters, you can control the appearance of the text.

## Talen

Hier kunt u specificeren welke talen gebruikt moeten worden voor de bijbelboeknamen. Stel dit op uw moedertaal als deze beschikbaar is en u voelt zich helemaal thuis.

Standaard maakt BibleTime gebruik van het systeem lettertype. U kunt dit lettertype zo nodig overschrijven. Sommige talen vereisen speciale lettertypen om correct te worden weergegeven, in dit dialoogvenster kunt u een aangepast lettertype aangeven voor elke taal.




De Opties dialoog - Lettertypen

BibleTime kan nu alle ondersteunde lettertypen gebruiken. Zolang de modules waarin u geïnteresseerd bent correct worden weergegeven, hoeft hier niets te worden gedaan. Als een module alleen wordt weergegeven als een reeks vraagtekens (??????) of lege vakjes, weet u dat het standaardlettertype niet de tekens bevat die in deze module zijn gebruikt.

To correct this, choose this work's language from the drop down menu. Select the use custom font check-box. Now select a font. For example, a font that supports many languages is Code2000. If no installed font can display the work you are interested in, try installing the localization package for that language.

## Lettertypen installeren

Gedetailleerde lettertype installatie instructies vallen buiten het bereik van deze handleiding. Meer informatie zou u kunnen vinden in de Unicode HOWTO [http://www.linux.org/docs/ldp/howto/Unicode-HOWTO-2.html].

Lettertypen kunnen worden geïnstalleerd uit een aantal bronnen:

- Uw *nix distributie.
- De lokalisatiepakketten (localization packages) in uw distributie.
- Een bestaande Microsoft Windows® installatie op dezelfde computer.
- Een verzameling lettertypen, zoals beschikbaar is van Adobe of Bitstream.

- Online verzamelingen van lettertypen.

Unicode fonts support more characters than other fonts, and some of these fonts are available at no charge. None of available fonts includes all characters defined in the Unicode standard, so you may want to use different fonts for different languages.

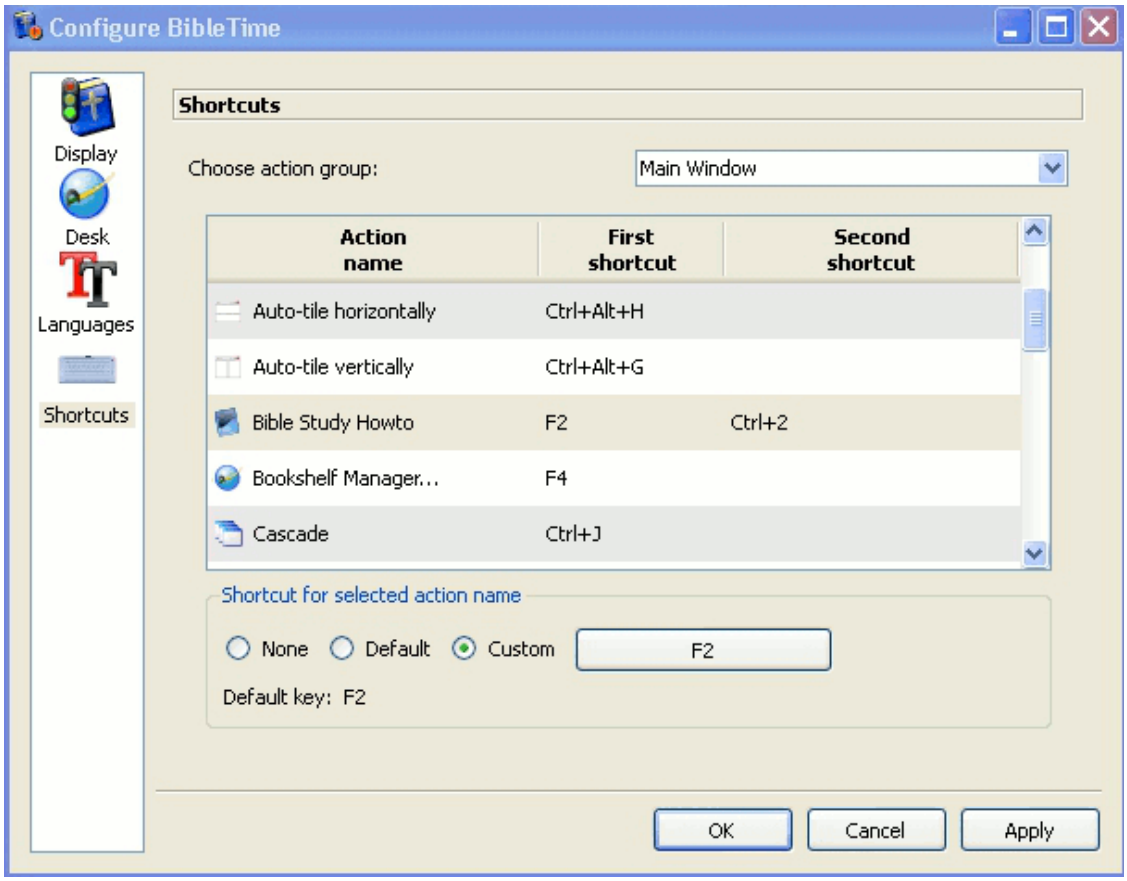
### Table 4.1. Unicode lettertypen

| | |
|---|---|
| Code2000 [http://code2000.net/CODE2000.ZIP] | Misschien het beste gratis Unicode lettertype, welke een groot aantal karakters ondersteunt. |
| SIL unicode fonts [http://scripts.sil.org/cms/scripts/page.php?site_id=nrsi&cat_id=FontDownloads] | Excellente Unicode lettertypen van het Summer Institute of Linguistics. |
| FreeFont [http://www.nongnu.org/freefont/] | Een nieuw gratis Unicode lettertype initiatief. |
| Crosswire's lettertype directory [ftp://ftp.crosswire.org/pub/sword/iso/latest/FONTS/] | Diverse lettertypen beschikbaar van de Crosswire Bible Society FTP site. |
| Bitstream CyberBit [http://aol-4.vo.llnwd.net/pub/communicator/extras/fonts/windows/] | Dekt bijna het gehele bereik van Unicode, maar kan BibleTime vertragen door zijn omvang. |
| Clearlyu | Is inbegrepen in sommige distributies. Bevat Europese, Griekse, Hebreeuwse en Thaise karakters. |
| Caslon, Monospace, Cupola, Caliban [http://fontforge.sourceforge.net/sfds/] | Gedeeltelijk bereik van de Unicode standaard, zie voor meer informatie op de bijbehorende website. |

There are good Unicode font lists on the net, as the one by Christoph Singer ( Multilingual Unicode TrueType Fonts in the Internet [http://www.slovo.info/unifonts.htm]), or the one by Alan Wood ( Unicode character ranges and the Unicode fonts that support them [http://www.alanwood.net/unicode/fontsbyrange.html]).

# Shortcuts

Shortcuts (previously known as HotKeys) are special key commands that can be used in the place of the menu items and icons. A number of BibleTime's commands have predefined Shortcuts (see the Shortcuts section for a complete listing). Most of BibleTime's commands can be assigned Shortcuts. This is very helpful to quickly access the functions that you need the most.




In the preceding example, F2, Bible Study HowTo has a secondary shortcut defined, CTRL+2.

# Chapter 5. Verwijzing

## Hoofdmenu verwijzing

In this section you can find detailed descriptions of all entries in the main menu of BibleTime. They are ordered in just the way they appear in BibleTime, with all the sub-items listed under the major menu item they belong to. You can also see the shortcut of each item;a complete listing of all shortcuts can be found in the shortcuts section.

### File


File → Open work

Open work. This will give you a menu that will allow you to open installed books.


File → Quit (**Ctrl+Q**)

Closes BibleTime. BibleTime will ask you if you want to write unsaved changes to disk.

### View


View → Fullscreen mode (**F5**)

Toggles full screen display. Toggle this setting to maximize the BibleTime window.


View → Show Bookshelf

Schakelt de weergave van de Boekenplank in/uit. Schakel deze instelling in/uit om de Boekenplank in het linkerpaneel wel/niet weer te geven. Dit kan handig zijn als u meer ruimte nodig heeft voor het vergrootglas.


View → Show Bookmarks

Toggles display of the Bookmarks. Toggle this setting to turn the Bookmarks on the left pane on or off. This can be handy if you need more space for the Mag.


View → Show Mag

Schakelt de weergave van het Vergrootglas in/uit. Schakel deze instelling in/uit om het Vergrootglas in het linkerpaneel aan/uit te zetten.


View → Show parallel text headers

Toggles viewing of additional works Toggle this setting to allow you to view additional works in parallel to your current open books.

View → Toolbars → Show main (**F6**)

Toggles Main Toolbar display. Toggle this setting to turn the main toolbar on or off.

View → Toolbars → Show navigation

Toggles Navigation in works. Toggle this setting to add or remove the navigation combo box in works. This can be handy to view the full toolbar in the open works

| | |
|---|---|
| View → Toolbars → Show works | Toggles Toolbars in works. Toggle this setting to add or remove the works icons in the open works. |
| View → Toolbars → Show tools | Toggles tools in works. Toggle this setting to add or remove the tools icons in the open works. |
| View → Toolbars → Show format | Toggles format. Toggle this setting when editing HTML in Personal Commentaries. It will add or remove the formatting toolbar. |
| View → Toolbars → Show toolbars in text windows | Toggles toolbars in works. Toggle this setting to add or remove the complete toolbar in open works. |

# Search

| | |
|---|---|
|  Search Search in standard bible (**Ctrl+Alt+F**) | Opens the Search Dialog to search in the standard Bible only. More works can be added in the Search Dialog. A more detailed search description can be found in the Searching in works section. |
| → | |
|  Search Search in open work(s) (**Ctrl+O**) | Opens the Search Dialog to search in all open works. Works can be added or removed in the Search Dialog. A more detailed search description can be found in the Searching in works section. |

# Window

| | |
|---|---|
| → | |
|  Window Close window (**Ctrl+W**) | Closes active window. |
| → | |
|  Window Close all (**Ctrl+Alt+W**) | Sluit alle geopende vensters |
| → | |
|  Window Cascade (**Ctrl+J**) | Rangschikt alle geopende vensters trapsgewijs (achter elkaar) |
| → | |
|  Window Tile (**Ctrl+I**) | Tiles all open windows. |
| → | |
|  Window Tile vertically (**Ctrl+G**) | Automatically tiles all open windows vertically. |
| → | |
|  Window Tile horizontally (**Ctrl+H**) | Automatically tiles all open windows horizontally. |
| → | |

| | |
|---|---|
| Window → Arrangement mode | Controls the basic window arrangement behaviour. In the opening context menu, you can either specify that you want to take care of the window arrangement yourself (Manual mode), Tabbed, Auto-tile vertically, Auto-tile horizontally, Auto-tile or Auto-cascade. Just try them out! |
| Window → Save session | Directly saves the current session. This will open a context menu where you can select an existing session to save to. It will be overwritten with your current session. See the next item on how to save to a new session. |
| Window → Save as new session (**Ctrl+Alt+S**) | Saves the current session under a new name. This will ask for a new name to save the session to. |
| Window → Load session | Loads an existing session. This will open a context menu where you can select an existing session to load. |
| Window → Delete session | Deletes an existing session. This will open a context menu where you can select an existing session that should be deleted. |

# Settings

| | |
|---|---|
|  Settings → Configure BibleTime | Opens BibleTime's main configuration dialog. You can configure all kinds of nice settings there to adapt BibleTime to your needs. Please see the Configuring BibleTime section for details. |
|  Settings → Bookshelf Manager (**F4**) | Opens a dialog where you can change your SWORD configuration and manage your bookshelf. Please see the Bookshelf Manager section for details. |

# Help

| | |
|---|---|
|  Help → Handbook (**F1**) | Opens BibleTime's user guide You are reading it now. |
|  Help → Bible Study How-To (**F2**) | Opens a guide on how to study the Bible It is the hope of the BibleTime team that this HowTo will provoke the readers to study the scriptures to see what they say. This particular study guide has been chosen as it takes care not to advocate any particular denominational doctrine. We expect you to read and study the scriptures to understand what they say. If you start with the attitude that you want to have the Lord sow his word in your heart He will not disappoint you. |
|  Help → Tip of the Day (**F3**) | Opens a helpful tip The Tip of the Day provides a useful tip that will assist in the use of BibleTime. |
| Help → About | Opens a window about BibleTime project information contains information about BibleTime software version, project contributors, |

SWORD software version, Qt software version and the license agreement.

# Works reference

In this section you can find descriptions of the icons associated with open works.



Scrolls forward through history.



Scrolls back through history.



Select an installed bible.



Select an additional bible.



Search in selected works.



Display configuration.



Select an installed commentary.



Select additional commentary.



Synchronize displayed entry with active Bible window.



Select a book.



Select an installed glossary or devotional.



Select an additional glossary or devotional.

# Shortcuts index

This is an index of all shortcuts and their corresponding description in the handbook. The shortcuts are sorted (roughly) alphabetical. If you want to directly find out which shortcuts a certain menu item has, you can either look at the entry itself in BibleTime (as it always shows the shortcut), or you can look it in the Main Menu reference.

| Shortcut | Beschrijving |
|---|---|
| **Alt+Left** | Gaat terug in de history van leesvensters |
| **Alt+Right** | Gaat vooruit in de history van leesvensters |
| **Ctrl+Alt+F** | Search → Search in default bible equivalent; opens the search dialog to search in the default bible. |
| **Ctrl+Alt+G** | Window → Arrangement mode → Auto-tile vertically equivalent; toggle automatic window tiling. |
| **Ctrl+Alt+H** | Window → Arrangement mode → Auto-tile horizontally equivalent; toggle automatic window tiling. |
| **Ctrl+Alt+I** | Window → Arrangement mode → Auto-tile equivalent; toggle automatic window tiling. |
| **Ctrl+Alt+J** | Window → Arrangement mode → Auto-cascade equivalent; toggle automatic window cascading. |
| **Ctrl+Alt+M** | Window → Arrangement mode → Manual mode equivalent; toggle manual window placement. |
| **Ctrl+Alt+T** | Window → Arrangement mode → Tabbed equivalent; organizes windows with tabs across the top. |
| **Ctrl+Alt+S** | Window → Save as new session equivalent; saves current layout as new session. |
| **Ctrl+Alt+W** | Window → Close all equivalent; closes all open windows. |
| **Ctrl+A** | Selecteer alles. Dit selecteert alle tekst in de leesvensters. |
| **Ctrl+C** | Kopieëren. Dit kopieert de geselecteerde tekst naar het klembord. |
| **Ctrl+F** | Zoeken. Dit laat u zoeken binnen de tekst van een leesvenster. |
| **Ctrl+G** | Window → Tile vertically equivalent. |
| **Ctrl+H** | Window → Tile horizontally equivalent. |
| **Ctrl+I** | Window → Tile windows equivalent. |
| **Ctrl+J** | Window → Cascade windows equivalent. |
| **Ctrl+L** | Change location. Changes focus to the toolbar field for the selected work. |
| **Ctrl+N** | Search with works of this window. |
| **Ctrl+O** | Search → Search in open work(s) equivalent; opens the search dialog to search in all currently opened works. |
| **Ctrl+Q** | File → Quit equivalent; closes BibleTime. |

| Shortcut | Beschrijving |
|---|---|
| **Ctrl+W** | Sluit het huidige venster. |
| **F1** | Help → Handbook equivalent; opens the handbook. |
| **F2** | Help → BibleStudy HowTo equivalent; opens the BibleStudy HowTo. |
| **F3** | Help → Tip of the Day Opens a helpful tip to use BibleTime. |
| **F4** | Settings → Bookshelf Manager equivalent; opens the Bookshelf Manager. |
| **F8** | View → Show Bookshelf equivalent; toggles display of the Bookshelf. |
| **F9** | View → Show mag equivalent; toggles display of the mag(nifying glass). |
| **Shift+Down** | View → Auto scroll down |
| **Shift+Up** | View → Auto scroll up |
| **Space** | View → Auto scroll pause |