

## LOGOS Bible Tips

**Bible Speed Search** – Finds all occurrences of your word(s) in one Bible.

- SEARCH / Bible Speed Search / Type word / Choose your Bible from the drop-down

**Workspaces** – Takes a picture of your desktop, so you can pull it up exactly as you left it.

- File / Save Workspace / Type a name for the workspace / SAVE
- To load the workspace: File / Load Workspace / Click Load

**Note Files** – Allows you to keep notes on verses, or Biblical passages.

Creating a Note File

- File / New / Type a name for the file / click OK

Opening a Note File

- File / Open / Select Note File / Choose a Note File / Click OK

Adding a Note

- Click “Add a Note” icon (should be the only one active)
- Click the “Note Properties” icon
- Type a name for the Note in “Title” box
- Click OK

Adding a notation

- Type text as you would in any word processor

### Bookmarks

- To set a bookmark for an active window choose:
- FAVORITES/BOOKMARKS – SET
- Select a number between 1-9
- To open a Bookmark go to: FAV/BOOK, select a bookmark from the list.

### Favorites

- FAVRITES/ORGANIZE FAVORITES
- Click NEW FOLDER
- Type a name (Angels), then OK
- To add the location of an active window:
  - FAVORITES /Add to FAV
  - Type a name in title box
  - Click a folder in which to save the location
  - OK

### Highlighting a word or verse

- Open a Resource
- Click VIEW / Visual Markup Styles
- Highlight your words / select the style you want.

OR

- Highlight your passage
- Click the down-arrow next to the A on the Toolbar
- Select your highlight