



e-Sword User's Guide

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e-Sword 10.4

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About this User's Guide

About e-Sword

Rick Meyers, the creator of e-Sword, has given us a wonderful tool to study the Word of God. Learning the many features available through e-Sword Bible study software will bring new life to your study of the Living Word.

This documentation is for: e-Sword 10.4. If you are not running the latest version of e-Sword, please visit the <http://www.e-sword.net> to download the latest version.

e-Sword® is a registered trademark of Rick Meyers. All rights reserved.

BibleSupport.com is run independently of e-Sword by a community of volunteers.

Goal of this Documentation

The goal of this documentation is to explain every e-Sword feature for both the casual and advanced user. This documentation is the product of hundreds of hours of work.

If you have questions about a feature, we hope you can easily find the answers you are seeking by referring to the [hyperlinked Table of Contents](#). If you're viewing this document in a PDF browser, the Table of Contents is available in the Bookmarks window. The Table of Contents is invaluable for using this documentation.

This documentation uses informal, conversational English, keeping with our goal of real-world use by Christians wanting to learn more about e-Sword. The best way to accomplish this goal is to use conversational English.

Documentation Author

This guide was written by Josh Bond and distributed through e-Sword.net and BibleSupport.com.

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What's New in e-Sword 10?

e-Sword 10 brings **powerful** new features to make your Bible study more productive. Rick Meyers listened to users' feedback and delivered on some of the most asked for functionality.

All properly constructed e-Sword 9 modules are **compatible** with e-Sword 10.

Reference Library

The **Reference Library** is now the central location to view your downloaded Topic files and a new file type called "Reference Books" (filenames ending with .refx). In previous versions of e-Sword, the **Topic Notes** window displayed downloaded, third party **Topic Notes**. Now, this material is viewed through the **Reference Library** instead of the Topics Editor.

Search All Topics At Once

The **Reference Library** lets you **filter** your resources by **title** and **search all of your Topic Notes** at once! *These two features are so powerful, they alone could have been the upgrade!*

REFX File Format

Also new with the **Reference Library** is the ability to convert a Topics Note file to **Reference Book format** (.refx). This file is **compressed** and **prevents others from modifying** your data! You can convert your Topic Note files into Reference Book format. Here's a comparison between .refx and .topx formats:

Reference Library Book (.refx)	Topic Note (.topx)
Cannot be edited.	Can be edited.
Can only be viewed in the Reference Library.	Can be viewed in either the Reference Library or the Topic Editor. (But third party Topic Notes should be viewed with the Reference Library unless you need to edit them).
Only compatible with e-Sword 10+	Compatible with e-Sword 9.x-10+, but images, headers/footers, hyperlinks, and bookmarks will not display properly.

Support For Pictures

The new Reference Library Book format supports pictures. And that's not all. Topic Notes also support pictures!

New Editor with True Word Processing Power

e-Sword 10's editor seems less like an editor and more like a word processor. The new editor is more robust and supports an array of new features. Now your **Journal**, **Study**, and **Topic Notes** will benefit from:

- Hyperlinks
- Bookmarks
- Images/Pictures
- Tables
- Borders
- Columns
- Headers/Footers
- Page Layout View

SermonAudio.com Integration

e-Sword is integrated with SermonAudio.com. You can **listen to sermons** while you study the Bible. This window automatically **organizes sermons by verse** according to the **active passage** of scripture in the e-Sword **Bibles** window!

STEP Reader Still Included

Don't worry— the STEP Reader is still included with e-Sword 10! But the icon has been removed from the e-Sword main window. You can still access the STEP Reader by clicking **Tools** from the main menu and choosing **STEP Reader**.

Chapter 1: Getting to Know e-Sword

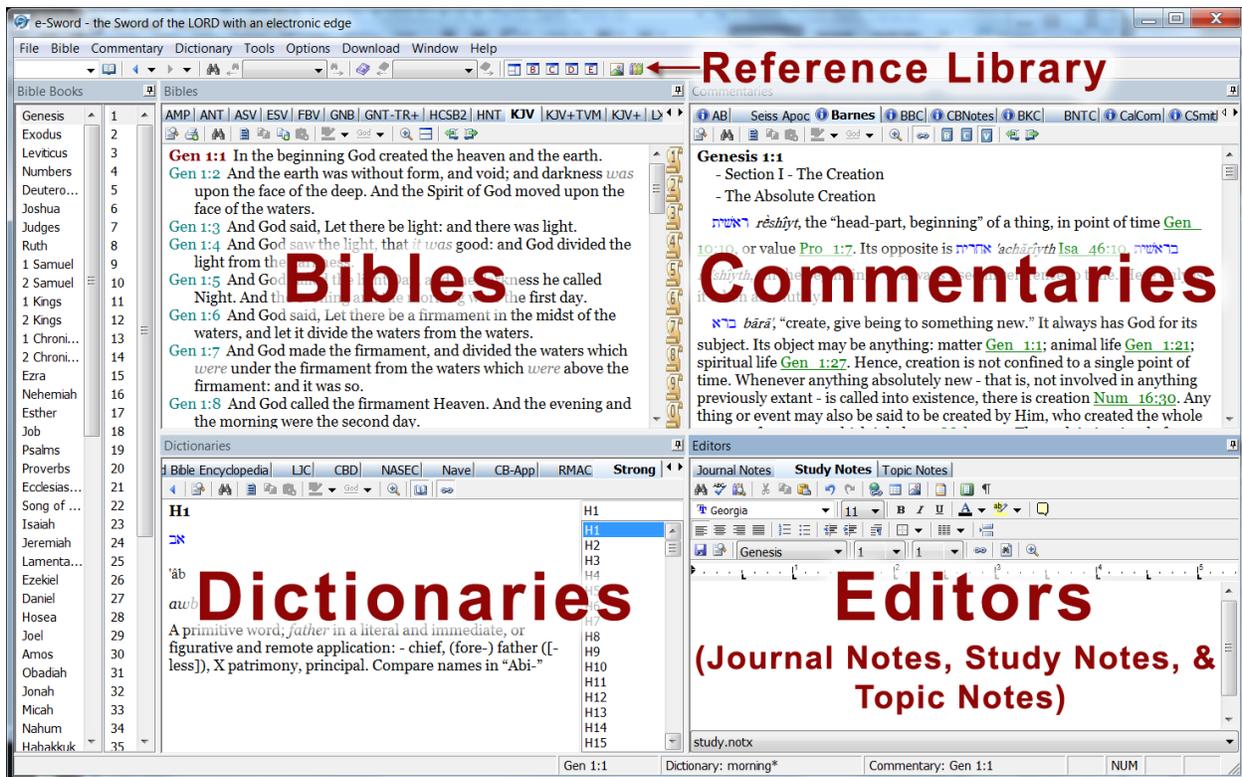
This chapter is intended for readers who have not used e-Sword previously. The pages that follow explain how scripture appears in e-Sword, the main e-Sword screen, the content windows, the toolbars, and other helpful hints and tips to get you started.

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e-Sword Interface Overview

When you launch e-Sword, you will see a screen similar to the screenshot below:



This is the e-Sword interface. All e-Sword features are available from this screen.

Notice the important screen areas: **Bibles**, **Commentaries**, **Dictionaries**, **Editors**, and **Reference Library**. Also notice the **Bible Books** window on the left side of screen.

e-Sword Quick References: Tooltips

Notice the **green, underlined Bible verses** in the Commentaries window above. e-Sword automatically **recognizes Bible verses** and **Strong's numbers**. When you see a scripture reference or a Strong's number, **hover your mouse pointer** over the **reference**. A "tooltip" window appears, **revealing the text** of the scripture or the definition of the Strong's number.

TIP: Press the **F4** button to **copy** the reference text to the Windows clipboard. You can **paste** (Ctrl-V) the **definition** into the **Notes Editor** or your own **word processor**.

G25

ἀγαπάω

agapaō

ag-ap-ah'-o

Perhaps from ἀγαν *agan* (*much*; or compare [H5689](#)); to *love* (in a social or moral sense): - (be-) love (-ed). Compare [G5368](#).

Joh 3:16 For God so loved the world, that he gave his only begotten Son, that whosoever believeth in him should not perish, but have everlasting life. 25

King James Version

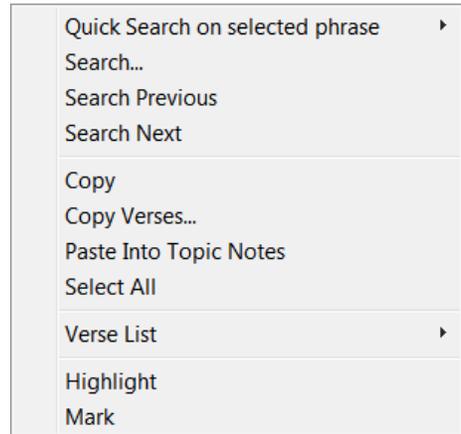
Common Tasks Menu

The “Common Tasks Menu”, or “context menu”, is a universal, **time saving** feature available almost everywhere in e-Sword.

Right-click your mouse in nearly any **display window** to reveal a “popup menu” of **common tasks**. These **shortcuts** are available in the Bible, Commentary, Dictionary, Editor, Reference Library, and other windows.

e-Sword Hotkey Reference Sheet

The hotkey shortcuts can be used throughout e-Sword unless otherwise noted. When more than one key is shown, press both keys simultaneously.



Hotkey	Description	
F2	Lookup Reference	(dialog)
F3	Next Search Result	
F4	Copy ToolTip	
F5	Previous Bible Chapter	
F7	Spell Check	Editors only
F8	Next Bible Chapter	
F9	Previous Bible Verse	
F11	Toggle Paste As Formatted	Editors only
F12	Next Bible Verse	
ALT-1	Bookmark 1	
ALT-2	Bookmark 2	
ALT-3	Bookmark 3	
ALT-4	Bookmark 4	
ALT-5	Bookmark 5	

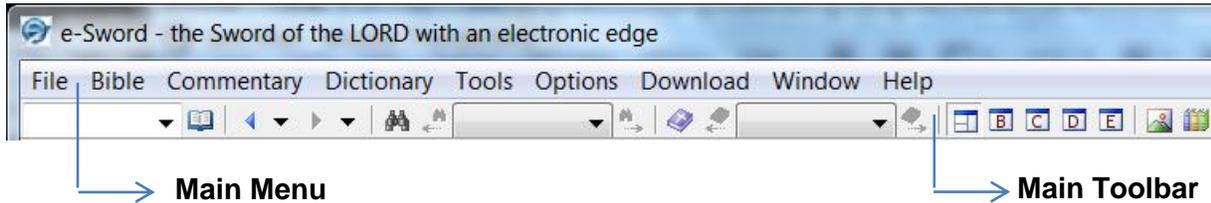
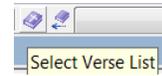
Hotkey	Description	
ALT-6	Bookmark 6	
ALT-7	Bookmark 7	
ALT-8	Bookmark 8	
ALT-9	Bookmark 9	
ALT-0	Bookmark 0	
CTRL-A	Select All	
CTRL-B	Bold	Editors only
CTRL-C	Copy	
CTRL-D	Font	Editors only
CTRL-E	Center	Editors only
CTRL-F	Find	Editors only
CTRL-G	Go to Bookmark	Editors only
CTRL-H	Highlight Scripture	
CTRL-I	Italic	Editors only
CTRL-J	Format Scripture ToolTip	Editors only
CTRL-SHIFT-J	Insert verse text	Editors only
CTRL-L	Lookup Reference	
CTRL-M	Mark Scripture	
CTRL-N	Next Reference	
CTRL-P	Previous Reference	
CTRL-R	Replace	Editors only
CTRL-S	Bible Search	

Hotkey	Description	
CTRL-U	Underline	Editors only
CTRL-V	Paste	Editors only
CTRL-X	Cut	Editors only
CTRL-Y	Redo	Editors only
CTRL-Z	Undo	Editors only
CTRL-TAB	Indent Paragraph	Editors only
SHIFT-TAB	Outdent Paragraph	Editors only
CTRL-F1	Show All Windows	
CTRL-F2	Bible Maximized	
CTRL-F3	Commentary Maximized	
CTRL-F4	Dictionary Maximized	
CTRL-ENTER	Insert Page Break	Editors only
CTRL-(Backspace)	Delete Previous Word	Editors only
SHIFT-F3	Previous Search Result	
SHIFT-F7	Thesaurus	Editors only
SHIFT-ENTER	Insert Line Feed	Editors only
CTRL-SHIFT-C	Copy Formatted Bible Text	
CTRL-SHIFT-S	Extended Bible Search	
CTRL-SHIFT-V	Paste Formatted Bible Text	Editors only
CTRL-SHIFT-(Spacebar)	Insert Non-breaking Space	Editors only

The Main Toolbar and Main Menu

The **Main Menu** contains menu commands and the **Main Toolbar** contains icons and pull down menus. This documentation refers to the **Main Toolbar** and **Main Menu** using this terminology.

TIP: Hover your mouse over the any icon on any Toolbar to view the command's hint.



Main Toolbar Icon Summary

Icon	Icon Name	Icon Function	Hotkey
	Lookup Scripture Reference	Use this hotkey to move the cursor to the Lookup Scripture Reference field where you may enter a verse.	CTRL-L
	Lookup Scripture Reference	Use to popup the Lookup Scripture Reference window for navigating to a Scripture passage.	F2
	Previous Reference	Use to retrieve the previous verses in your verse history (resets each e-Sword session).	CTRL-P
	Next Reference	Use to move forward in your verse history, if you moved backward with the above command (resets each e-Sword session).	CTRL-N
	Search	Use to perform a Bible search.	CTRL-S
	Search Previous	Use to return to previous search results (resets each e-Sword session)..	SHIFT-F3
	Search Results	This box displays the verses from the last search result. Scroll down to view additional results from the same search.	

Icon	Icon Name	Icon Function	Hotkey
	Search Next	Use to move forward in search results. Only functions if you moved back at least once. (resets each e-Sword session).	F3
	Verse List	Use to display the Verse List window.	
	Previous Verse	Use to display the Previous Verse in the Verse List .	
	Verse List Display	This box displays the current verse in the Verse List .	
	Next Verse	Use to display the Next Verse in the Verse List .	
	Show All Windows	This icon displays the preset e-Sword layout: displaying the Bibles, Commentaries, Dictionaries and Editors.	CTRL-F1
	Bible Maximized	Use to display the Bible Translation window only.	CTRL-F2
	Commentary Maximized	Use to display the Commentary window only.	CTRL-F3
	Dictionary Maximized	Use to display the Dictionary window only.	CTRL-F4
	Editor Maximized	Use to display the Editor window only.	CTRL-F5
	Graphics Viewer	Use to open the Graphics Viewer window.	
	Reference Library	Use to open the Reference Library window.	

Maximizing Window Views

New users may accidentally click one of the **Maximized** icons and struggle to restore the correct view. Let's learn about the different views and how to control them.

Click the **Bible Maximized** icon  on the **Main Toolbar**. Notice how the **Bible** window is maximized to display the current Bible translation only. You may also click the **Commentary Maximized** , **Dictionary Maximized** , and **Editor Maximized**  icons.

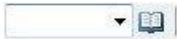
Clicking on the **Show All Windows**  icon restores the original e-Sword layout. Click **Window** from the **main menu** to see the same layout options, along with their **shortcuts**.

Bible Books Navigation Tree

The **Bible Books** window (shown to the right) contains all books of the Bible in the order of the Christian Biblical canon.

You may use the **Navigation Tree** or the **verse lookup** box when looking up specific references.

Above the **Navigation Tree** you will see the empty box shown below:



This is the **Lookup Scripture Reference** box. Enter the text: “*John 3:16*” and click the **Lookup Scripture Reference** icon (Scripture icon). The results will display in the **Bibles window**.

TIP: Press the **Ctrl-L** key combination anywhere in e-Sword to place your cursor inside the **Lookup Scripture Reference** box so you can begin typing. For many uses, this is faster than using the mouse.

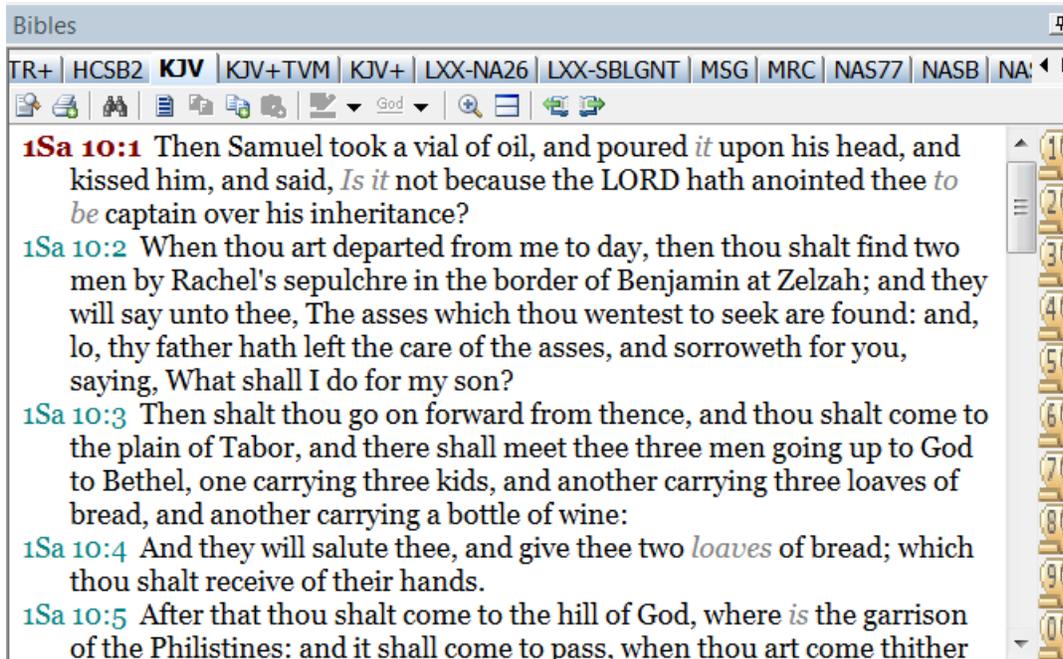
To minimize the **Navigation Tree**, click the **push pin** icon in the upper right corner.

The **Bible Books Navigation Tree** may be e-Sword's most simple, yet most convenient feature because of its speed and ease of use.

Bible Books	
Genesis	1
Exodus	2
Leviticus	3
Numbers	4
Deuterono...	5
Joshua	6
Judges	7
Ruth	8
1 Samuel	9
2 Samuel	10
1 Kings	11
2 Kings	12
1 Chronicles	13
2 Chronicles	14
Ezra	15
Nehemiah	16
Esther	17
Job	18
Psalms	19
Proverbs	20
Ecclesiastes	21
Song of Sol...	22
Isaiah	23
Jeremiah	24
Lamentations	25
Ezekiel	26
Daniel	27
Hosea	28
Joel	29
Amos	30
Obadiah	31
Ionnah	32

Introduction to the Bibles Window

The **Bibles** window lets you view scripture and compare Bible translations. To minimize the **Bibles** window, click the **push pin** icon in the top, right corner.



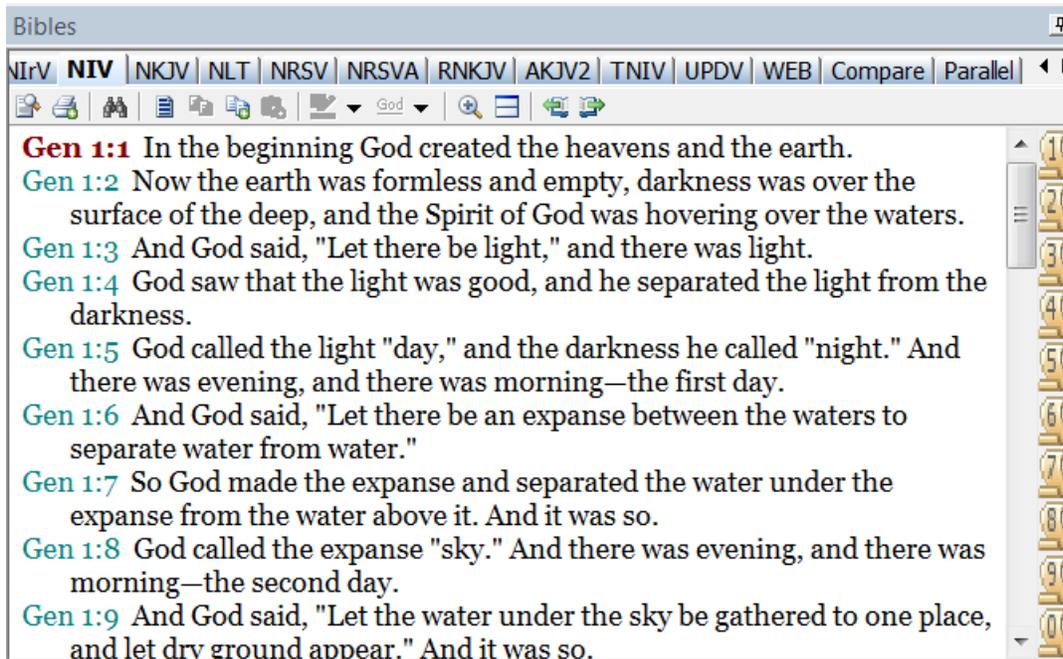
The **Bibles** window consists of three parts:

- The **Bible tabs** - you can switch from one translation to the another. Notice how e-Sword displays the full translation name when you hover your mouse over a tab. The KJV translation tab is selected in the screenshot above.
- The **Main Text** window - this window displays the Bible text.
- The **Translation Toolbar** - this toolbar contains the following icons:

Icon	Icon Name	Icon Function	Hotkey
	Print Preview	Display the Print Preview window.	
	Print Verses	Print the current Bible chapter or selected text.	
	Bible Search	Search the active Bible translation.	CTRL-S
	Find on Page	Search the active window	
	Select All	Select the entire Bible chapter.	
	Copy	Copy the selected text.	

Icon	Icon Name	Icon Function	Hotkey
	Copy Verses	Copy verse(s) to the Copy Verses window.	
	Paste Into	Paste to the currently selected tab in the Editors window.	
	Highlight Reference	Highlight a particular reference.	CTRL-H
	Mark	Underline a reference in a variety of styles.	CTRL-M
	Zoom	Makes the Bible text bigger or smaller.	
	Split View	Click to view two translations at once. Select the translations by using the translations tabs.	
	Chapter Back	Navigate backward one chapter. (<i>Compare Verse Mode</i> : navigate backward one verse.)	F5
	Chapter Forward	Navigate forward one chapter. (<i>Compare Verse Mode</i> : navigate forward one verse.)	F8

Notice the **Bibles** window contains two tabs that are *not* Bible translations, the **Compare Verses** tab and **Parallel** tab.



Bibles

NirV | **NIV** | NKJV | NLT | NRSV | NRSVA | RNKJV | AKJV2 | TNIV | UPDV | WEB | Compare | Parallel

Copy | Paste | Highlight | Mark | God | Zoom | Split View | Chapter Back | Chapter Forward

Gen 1:1 In the beginning God created the heavens and the earth.

Gen 1:2 Now the earth was formless and empty, darkness was over the surface of the deep, and the Spirit of God was hovering over the waters.

Gen 1:3 And God said, "Let there be light," and there was light.

Gen 1:4 God saw that the light was good, and he separated the light from the darkness.

Gen 1:5 God called the light "day," and the darkness he called "night." And there was evening, and there was morning—the first day.

Gen 1:6 And God said, "Let there be an expanse between the waters to separate water from water."

Gen 1:7 So God made the expanse and separated the water under the expanse from the water above it. And it was so.

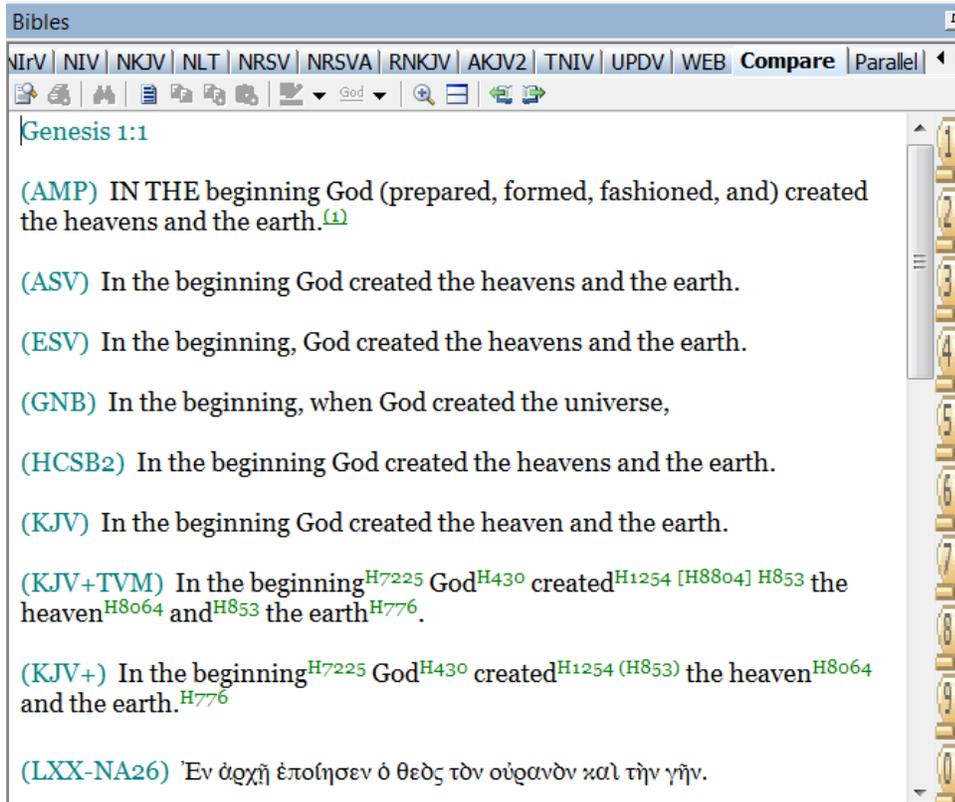
Gen 1:8 God called the expanse "sky." And there was evening, and there was morning—the second day.

Gen 1:9 And God said, "Let the water under the sky be gathered to one place, and let dry ground appear." And it was so.

The Compare Tab

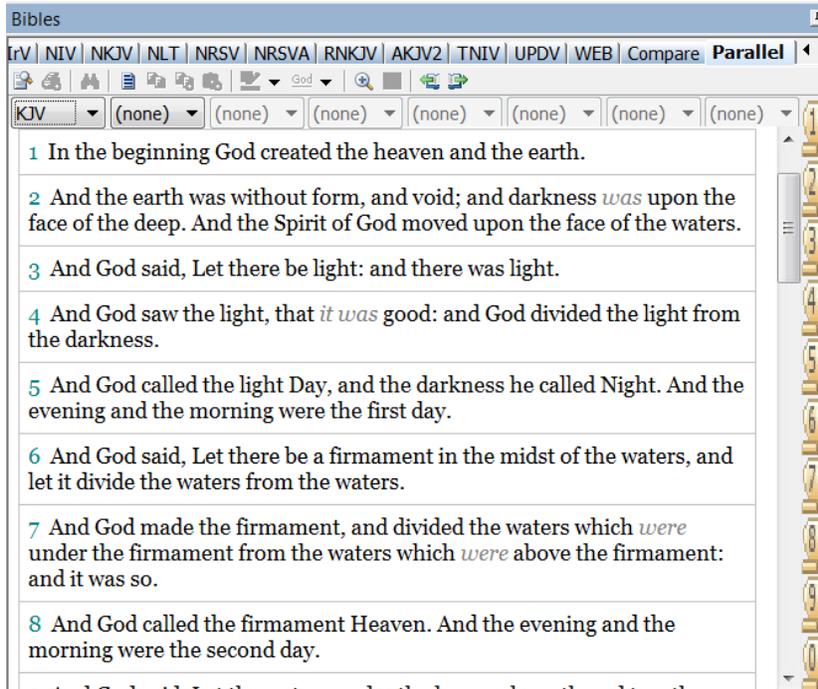
The **Compare** tab lets you easily compare different translations of the Bible.

1. Click a **verse** in the **Bibles** window using any translation.
2. Notice the **verse reference** turns red.
3. Click the **Compare** tab. e-Sword will list the verse you selected in every Bible translation, one after the other (see screenshot below).

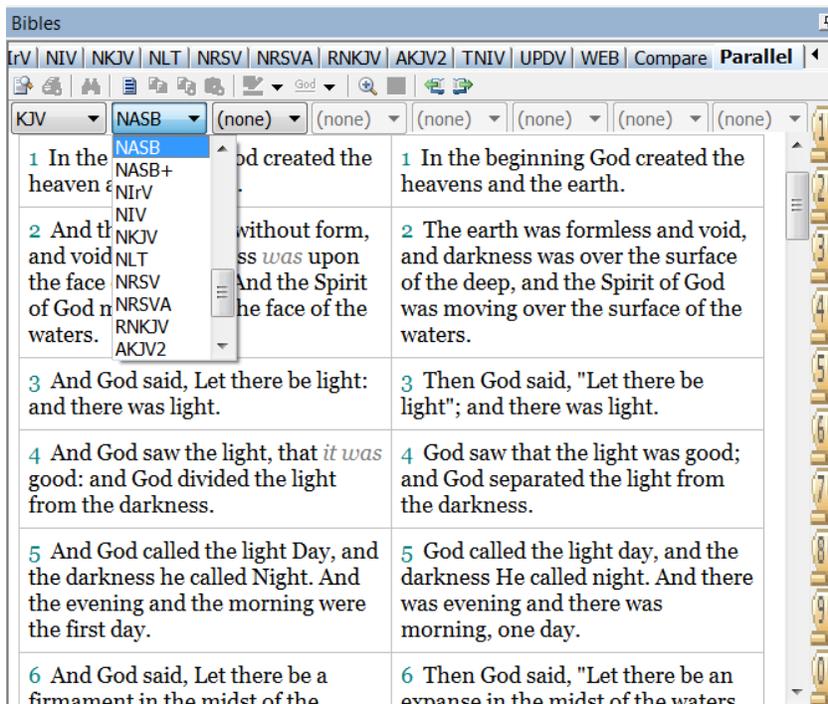


The Parallel Tab

e-Sword lets you view up to eight Bible translations in parallel. Click the **Parallel** tab. At first, only one translation appears:

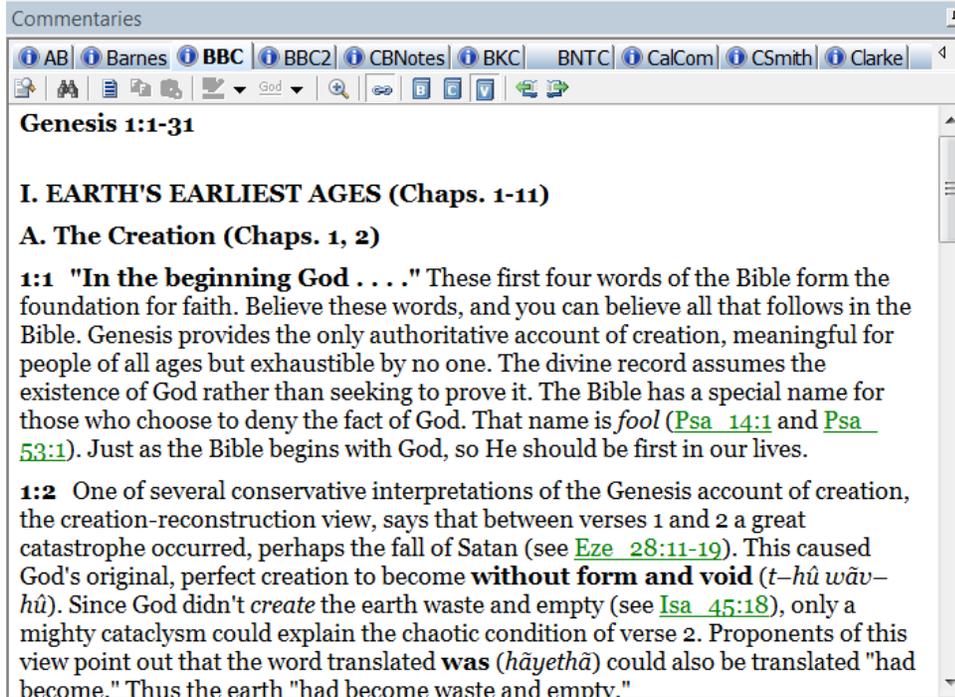


Notice the pull down menus in Bible translations below. The first menu will show a Bible translation, such as the **KJV**. Click the second drop down menu, and select another Bible translation. You may view up to **eight translations** at once.



Introduction to the Commentaries Window

e-Sword shows the **Commentaries** window in the top, right window by default. To minimize the **Commentaries** window, click the **push pin** icon in the top, right corner of this window.



This window contains commentaries on the passage of Scripture displayed in the **Bibles** window. The screenshot above shows the [BBC commentary](#) for Genesis 1:1. Each commentary is represented by a single tab. Other commentaries you install appear in additional tabs.

By default, the **Commentaries** window displays the commentary for the current Bible verse. You can verify this by clicking a different Bible verse in the **Bibles** window. The **Commentary** window will update to show any comments for the new verse. See [Chapter 7](#) for more information on using the **Commentaries** window.

The icons in the **Commentaries** window are similar to the ones in the **Bibles** window:



The additional icons are:

Icon	Icon Name	Icon Function	Hotkey
	Link	Links the content in the Commentaries window to the active verse in the Bibles window.	
	Book	Shows the Bible book comments (if any) for the selected commentary.	

Icon	Icon Name	Icon Function	Hotkey
	Chapter	<p>Shows the chapter comments (if any) for the selected commentary based on the current verse selected in the Bibles window. If John 3:1 is selected, then the chapter comments (if any) for John 3 appear.</p> <p>If no chapter comments are available in the commentary, then verse comments are shown consecutively. This allows you to view more than one verse comment at a time, providing a broader overview.</p>	
	Verse	<p>Shows the verse comments (if any) for the selected commentary based on the current verse selected in the Bibles window. If John 3:1 is selected, then the verse comments (if any) for John 3:1 appear.</p> <p>If no verse comments are available, then the window is blank.</p>	

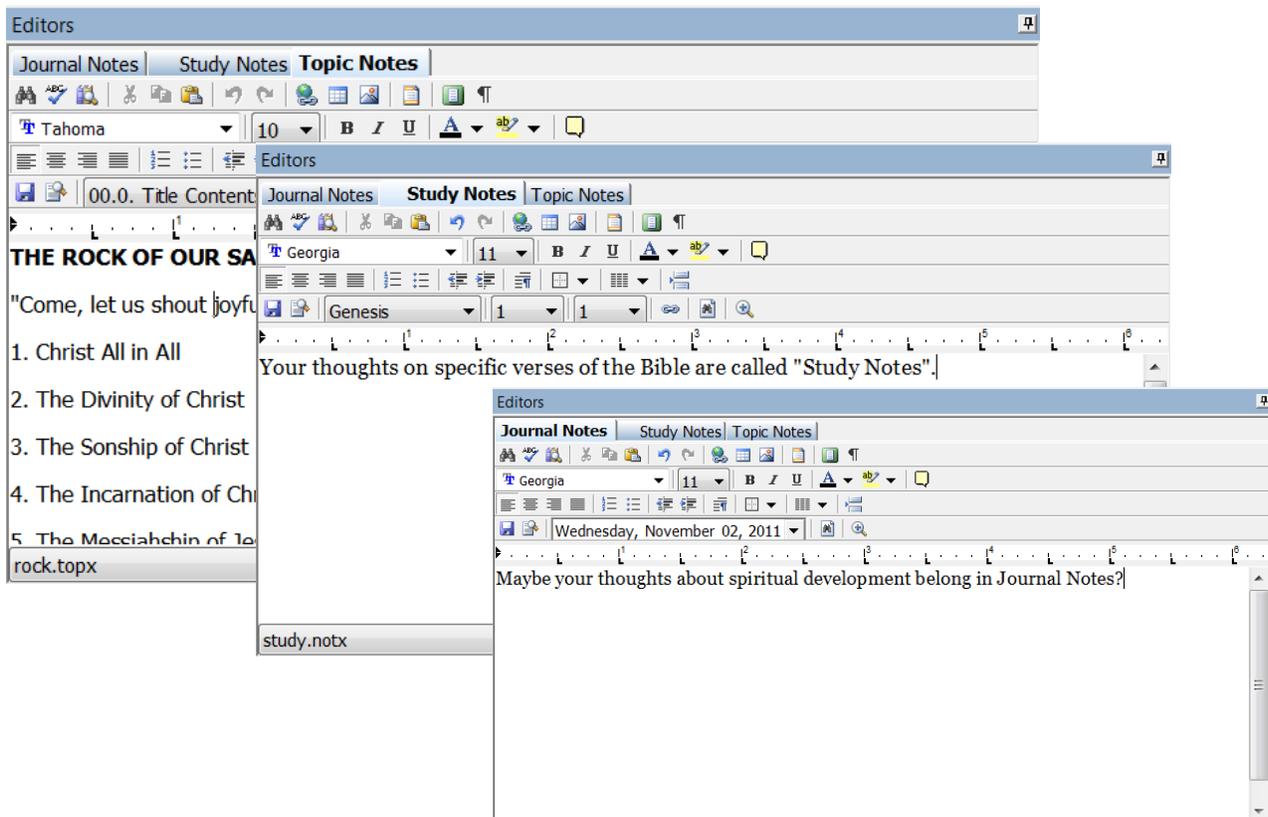
Introduction to the Editors Window

e-Sword shows the **Editors** window in the bottom, right window by default.

The **Editors** window lets you view and write **Journal Notes**, **Study Notes**, and **Topic Notes**.

TIP: In previous versions of e-Sword, the **Topic Notes** window displayed downloaded, **third party** Topic Notes. Often, Topic Notes contain books, essays, and papers written by other authors. This material is now viewed through the [Reference Library](#).

Most people use **Journal Notes** and **Study Notes** for personal note taking. The Journal Notes are **date specific** because they contain your thoughts written on a specific day. The **Study Notes** are **verse specific**, meaning each comment is related to a verse. **Topic Notes** are **subject specific**, containing your thoughts on various subjects. In previous versions of e-Sword, you may have considered **Topic Notes** as “**Books**”. e-Sword now handles this functionality through the [Reference Library](#).



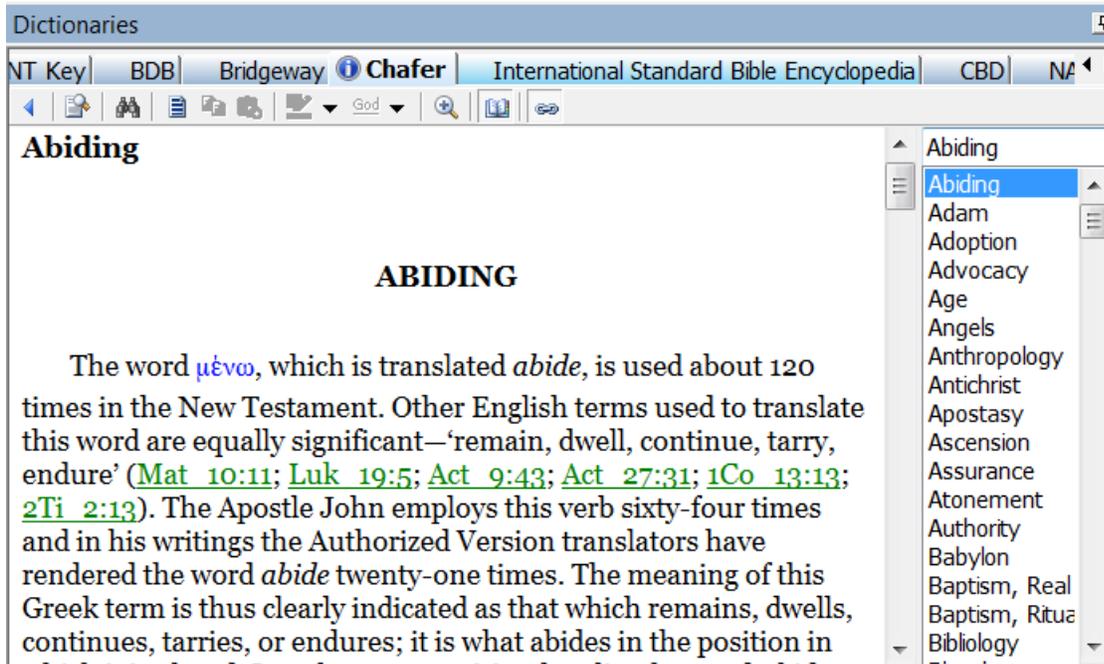
Each **Editors** window acts as a word processor. You may write and save notes in the **Journal Notes**, **Study Notes** and **Topic Notes** sections.

TIP: The **Bibles**, **Commentaries**, and **Dictionaries** windows have a **Paste Into**  icon. This icon will paste your highlighted text into the active tab of the **Editors** window.

Introduction to the Dictionaries Window

e-Sword shows the **Dictionaries** window in the bottom, left by window default. To minimize the **Dictionaries** window, click the **push pin** icon in the top, right corner.

This window contains a number of Bible dictionaries as well as an Encyclopedia (the International Standard Bible Encyclopedia).



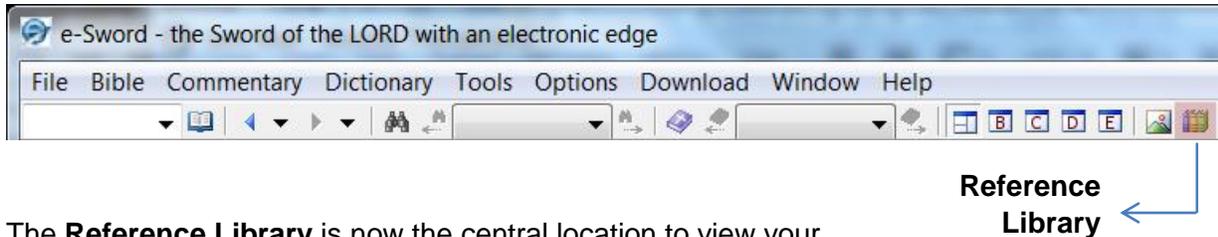
To automatically lookup **Dictionary** entries, click once on any word or Strong's number in the **Bible**, **Commentary**, or **Editor** windows. Make sure the **Link** icon  in the **Dictionaries** window is pressed so the Dictionaries window will automatically show the term.

If a dictionary contains an entry for a word, a blue **Information** (i) icon appears on the left side of the tab (see above where the “Chafer” dictionary has an entry for the entry “Abiding”).

You may also navigate through the list of dictionary entries in the Dictionaries window and choose any entry to display.

Introduction to the Reference Library

The previous “Introductory” sections explained major portions of the e-Sword screen. The Reference Library is represented on the main e-Sword screen with just a small icon:



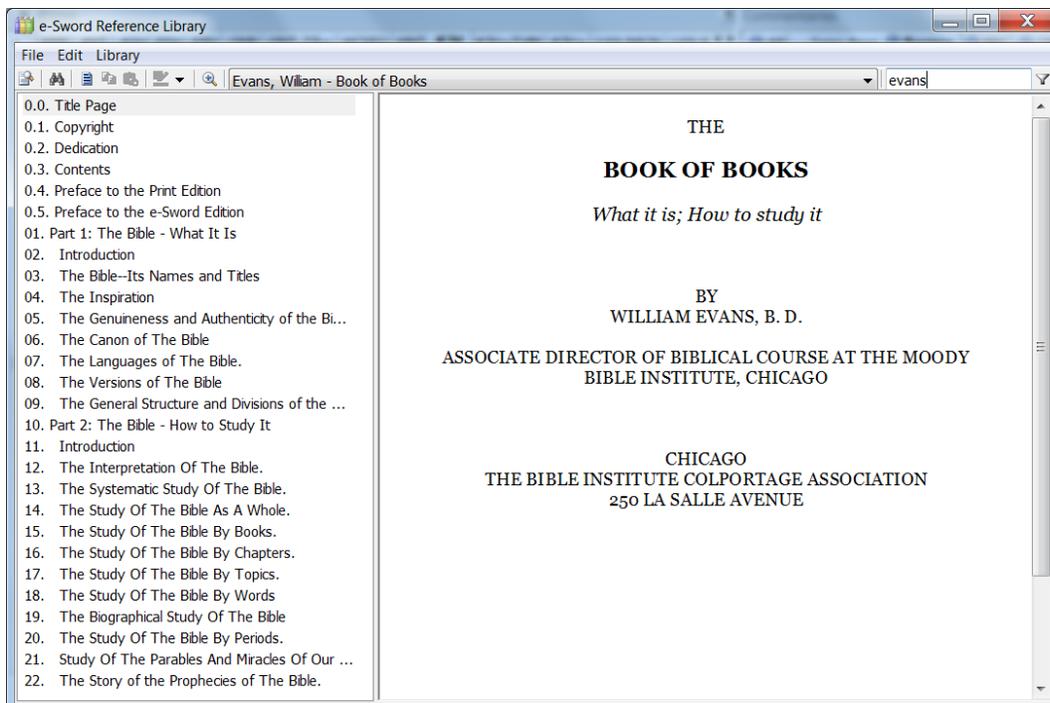
The **Reference Library** is now the central location to view your downloaded Topic files and a new type of file called Reference Modules (.refx).

Material available from the Reference Library includes books, essays, and papers written by other authors. Some may be as short as a few pages, and other resources may contain thousands of pages. For example, BibleSupport.com hosts a number of James Hastings, William Evans, and F.B. Meyer books in Reference Book format. You can also **download official Reference Modules** through the [e-Sword Module Downloader](#).

TIP: In previous versions of e-Sword, the **Topic Notes** window displayed downloaded, third party **Topic Notes**. Now, this material is viewed through the **Reference Library** instead of the Topics Editor.

With the **Reference Library** you can:

- Select resources to read with the drop down menu near the top of the screen.
- **Filter your resources** by title (see “evans” in the screenshot below)
- **Search all** of your Topic Notes and Reference Library Books at once!



Chapter 2: Customizing e-Sword

You can customize e-Sword by adjusting the **layout**, **window sizes**, **text** and **background colors**, and even **font sizes**.

You can also choose a different application **language**, download **additional resources (Bible study content)**, delete resources, configure your resource tab settings, and much more.

What's in this Chapter?

Adjusting the Layout of e-Sword's Main Screen.....	22
Floating Window Customization.....	31
Zoom Feature: A Gift for Old Eyes.....	32
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e-Sword Multilingual Settings.....	34
Tooltip and Bookmark Options.....	35
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Reset e-Sword Settings	36
Hiding and Uninstalling Resources	37
Configuring Resource Tabs	39
Changing the e-Sword Resource Location.....	41
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Adjusting the Layout of e-Sword's Main Screen

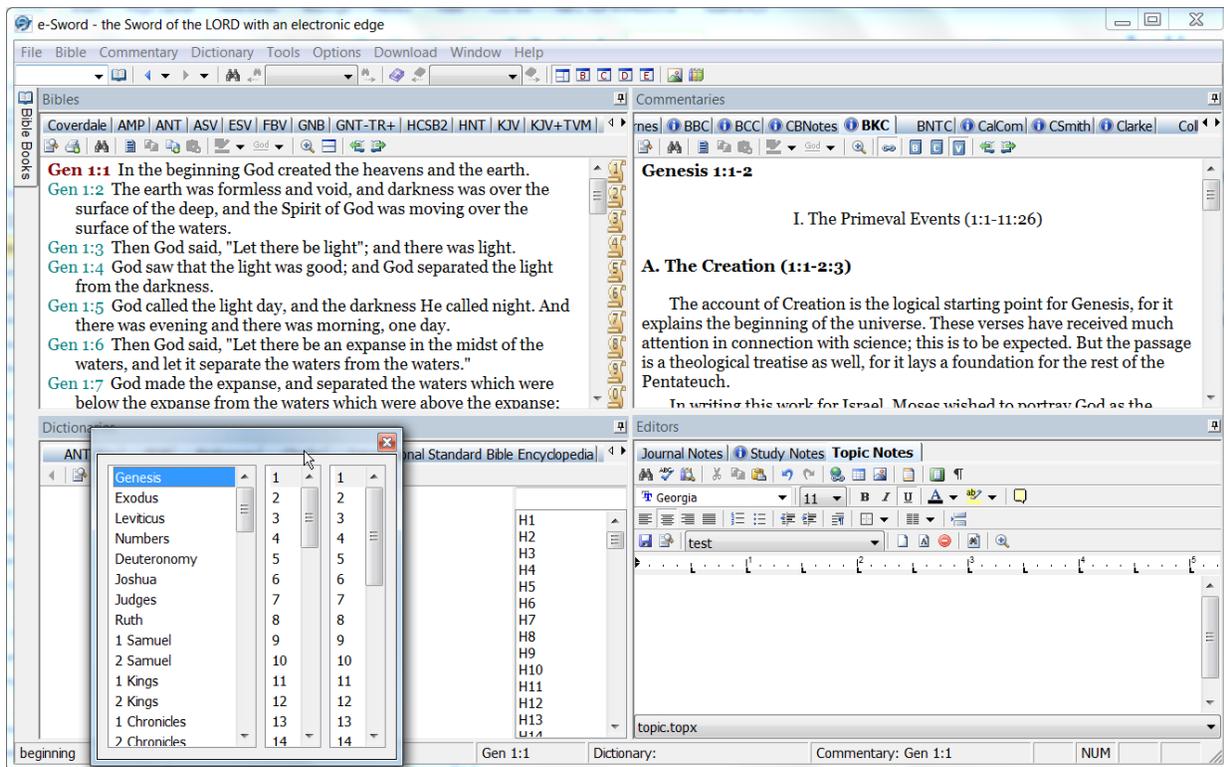
You may adjust the layout of e-Sword in several ways. Feel free to make changes knowing that if you cannot undo the changes, e-Sword can. To restore e-Sword to the default settings, click **Help** and then choose **Reset e-Sword Settings**. However, **all settings are reset**, not just the layout settings.

Maximizing / Minimizing Window Panes With Push Pins

You may minimize any portion of the screen with the **push pin** icon. To minimize the window, click the **push pin** icon and the window will minimize to the left side of the screen. Click the **push pin** again, and the window area will maximize.



SPACE SAVING TIP: On a laptop or small screen, every pixel counts. You can **minimize the Bible Books window** (which shows the Books and Chapters of the Bible by default). When you need to change Bible verses, press the **F2 button** and the **Lookup Scripture Reference** window appears at the location of your mouse pointer. Use this window to change Bible verses. The window closes after you select a verse.

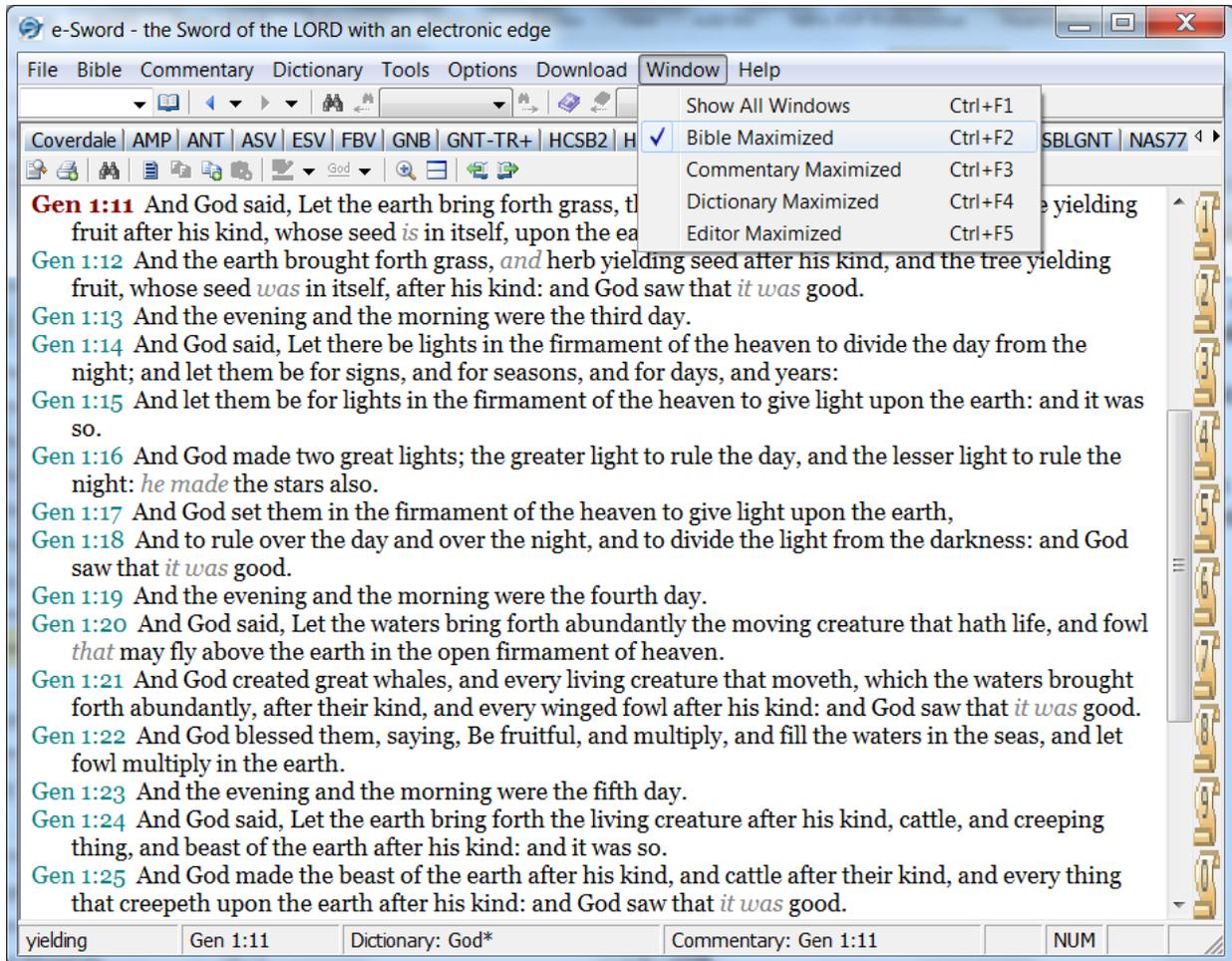


Maximizing Window Panes With the Window Menu

You can **maximize** any of the four windows panes to full screen. Click **Window** from the main menu, and then click one of the **Maximized** options shown below. In our example, we chose **Bible Maximized** to expand the **Bibles** window full screen.

To show all windows again, click **Window** from the main menu, and click **Show All Windows**.

If you need to **switch** between **Show All Windows** and one of the **Maximized** options frequently, use the **hotkey** combinations shown in the **Window** menu:

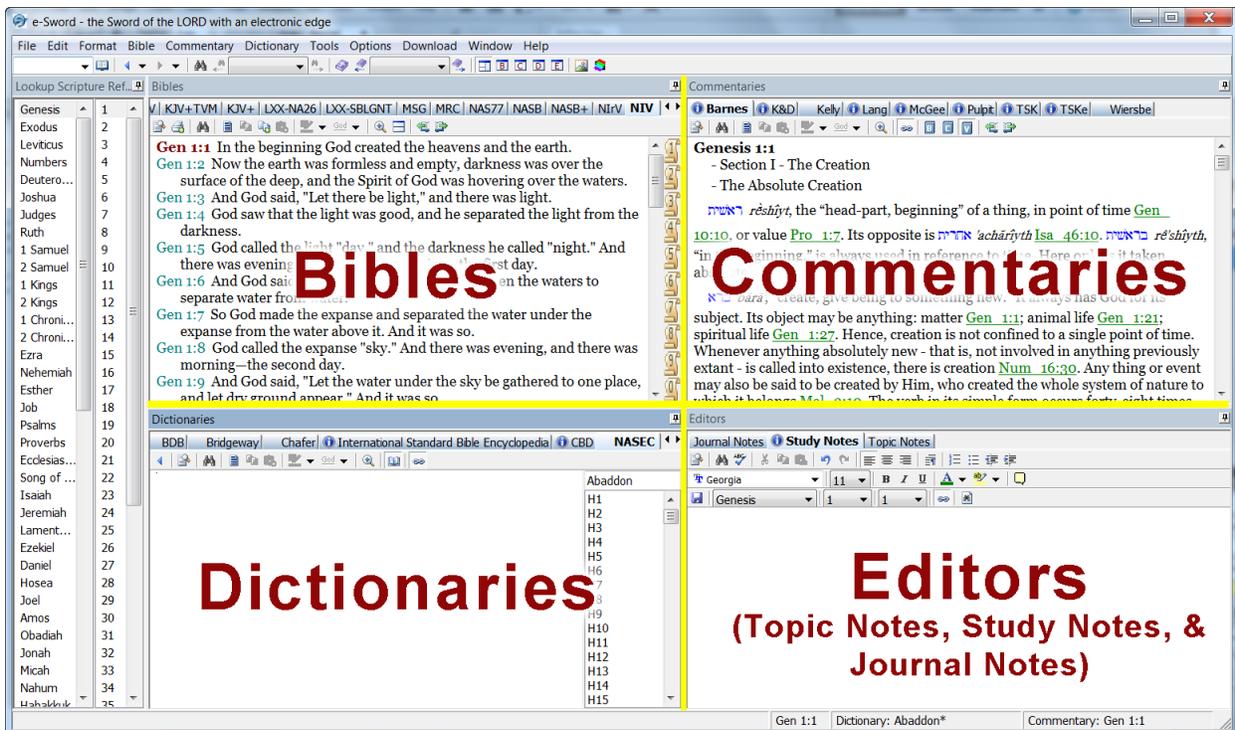


Making Window Panes Larger or Smaller

You can make the **Bible**, **Commentary**, **Dictionary**, and **Editor** windows larger or smaller relative to each other.

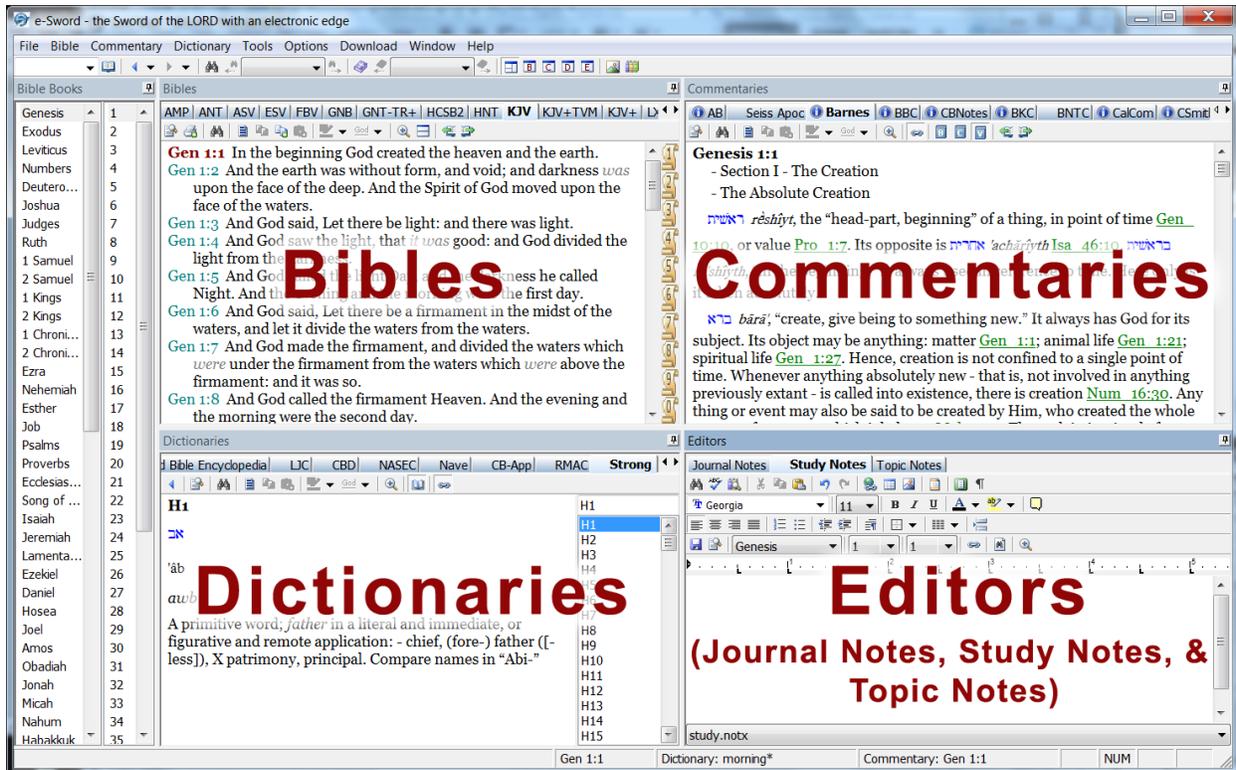
Notice the **yellow-highlighted divider lines** between the windows below. You may adjust the width and length of the windows:

1. Position your mouse **pointer** over the **divider line**. (Note: The divider line will not be yellow on your screen and is shown below for illustration purposes.)
2. **Left-click** and hold the **divider line**.
3. **Drag the line** up/down or left/right as appropriate.



Window Docking Introduction

By default, e-Sword shows five windows, including the four labeled below and the **Bible Books** window on the far left.



You can re-arrange these windows in hundreds of different combinations!

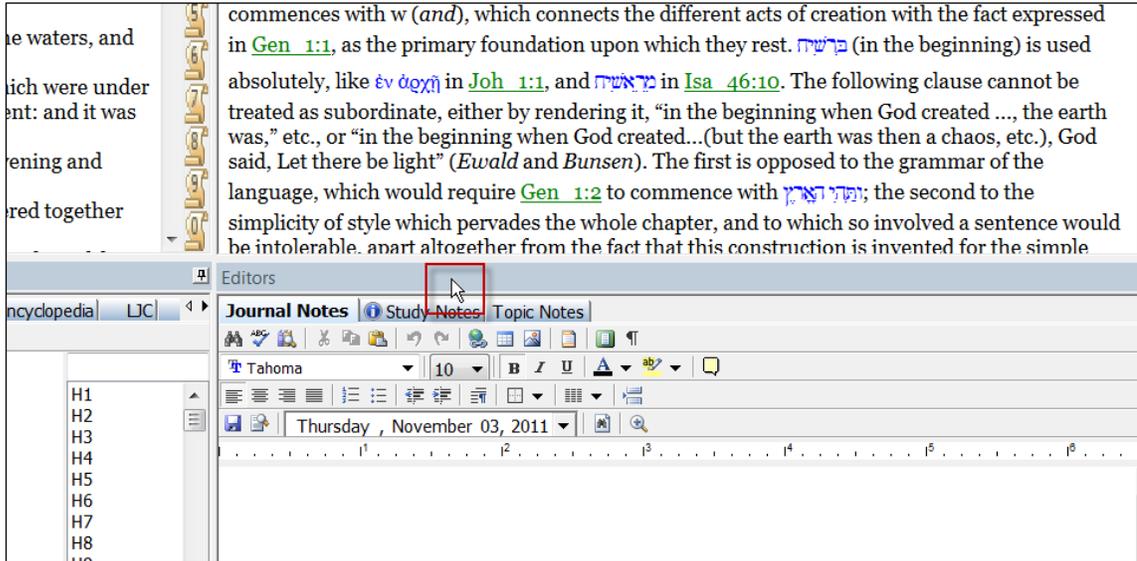
REMEMBER: If you're unhappy with your new configuration, you can restore e-Sword to the default settings by clicking **Help** and then choosing **Reset e-Sword Settings**. However, **all settings are reset**, not just the layout settings.

The first time you experiment with window docking, be prepared to spend a few minutes gaining a feel for this feature.

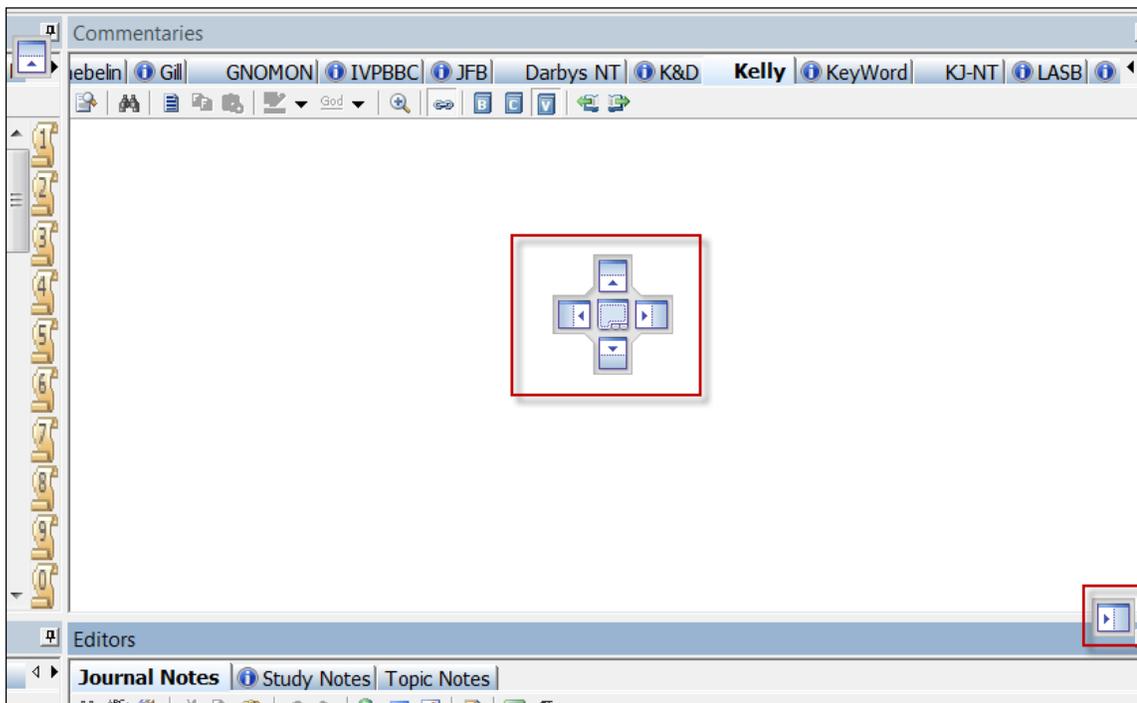
Docking Windows – Getting Started

You can reposition the four window panes (shown and labeled on the previous page) by dragging window's blue "title bar". This can result in hundreds of different views.

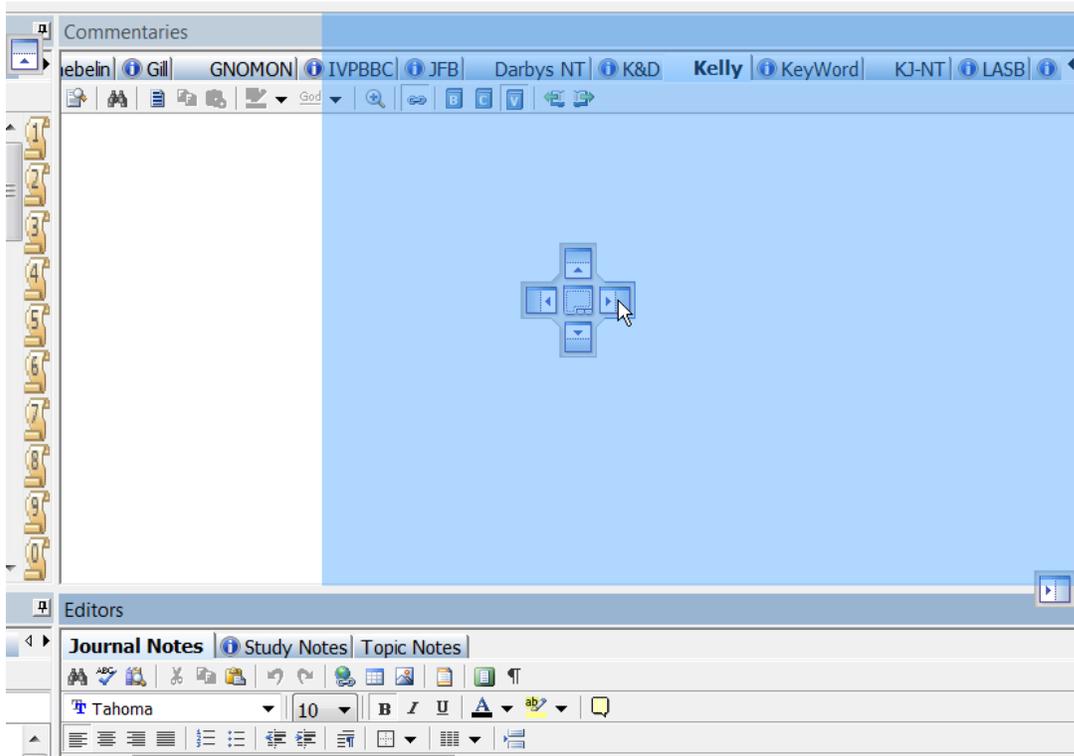
1. **Left-click** the **window pane** you want to move (hold this click until step 4).



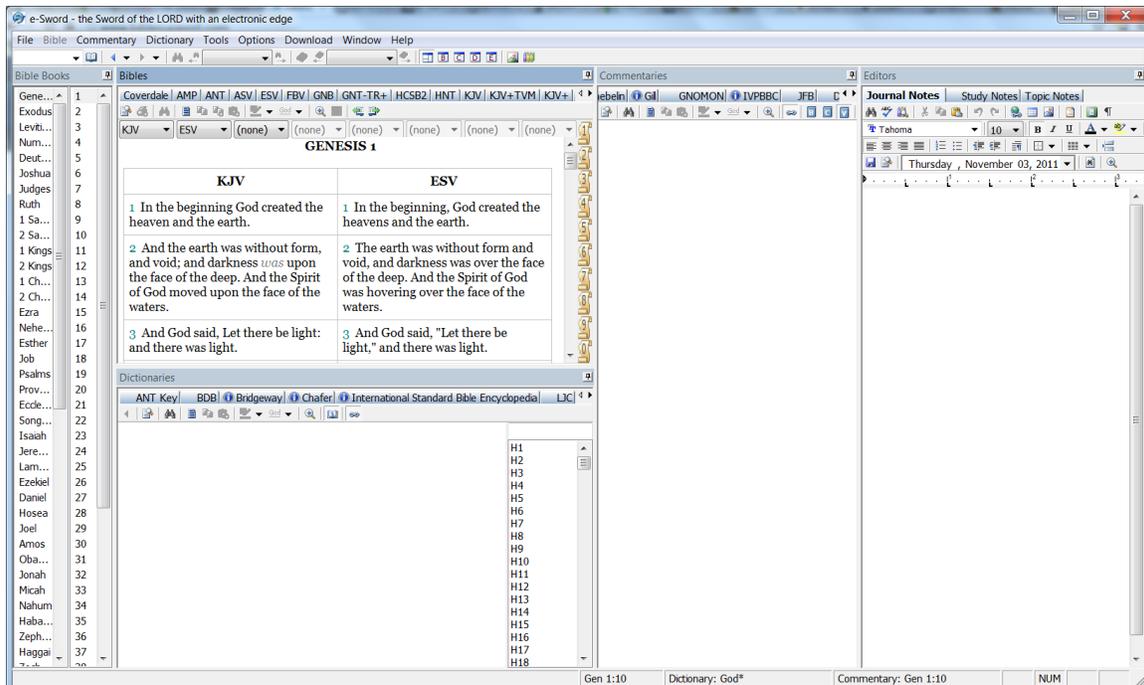
2. While still holding the **mouse left-click**, move your mouse to another window and a **Docking Image** appears. **Hover** your pointer one of the **Arrow Indicators** (see red boxes below).



3. Notice a **blue footprint** shows you where this window will **dock** if you release the mouse click.

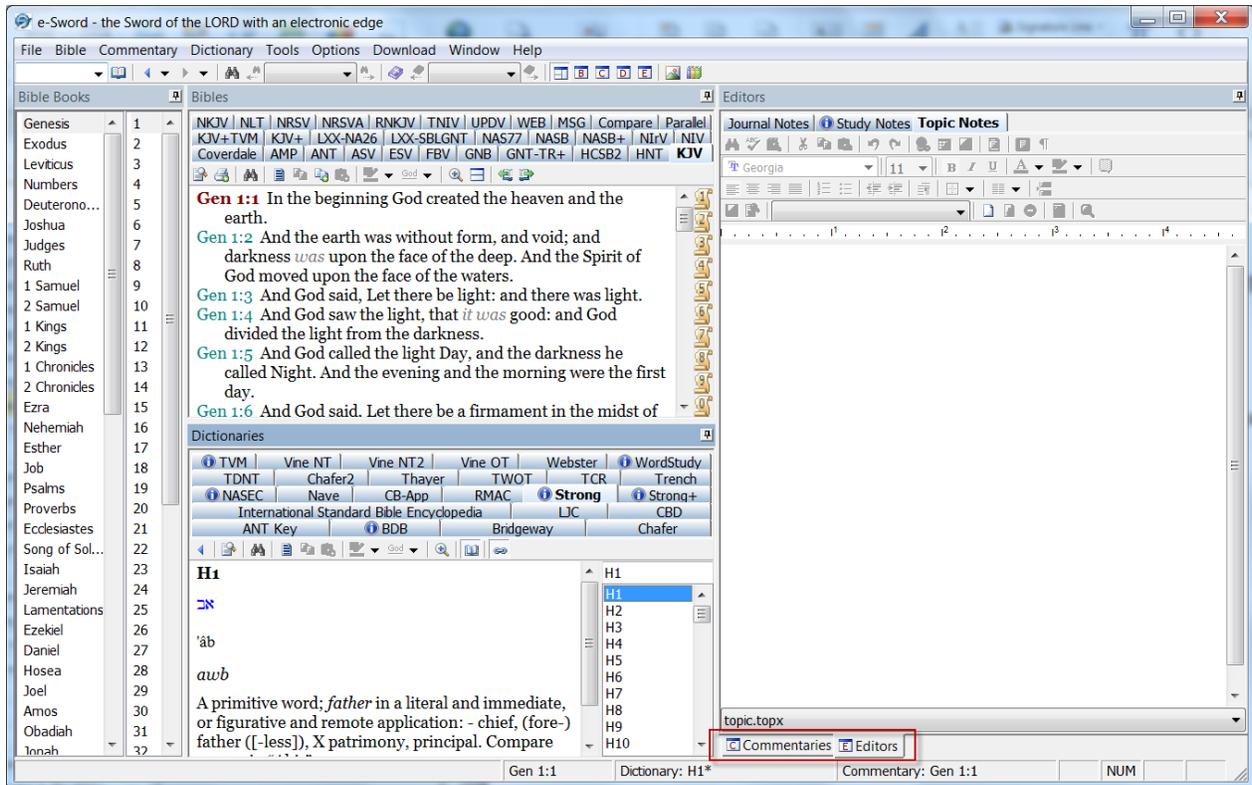


4. After releasing the mouse click, notice how your window pane is repositioned, with the **Commentaries** and **Editors** windows side-by-side instead of above/below each other. There are hundreds of possibilities.



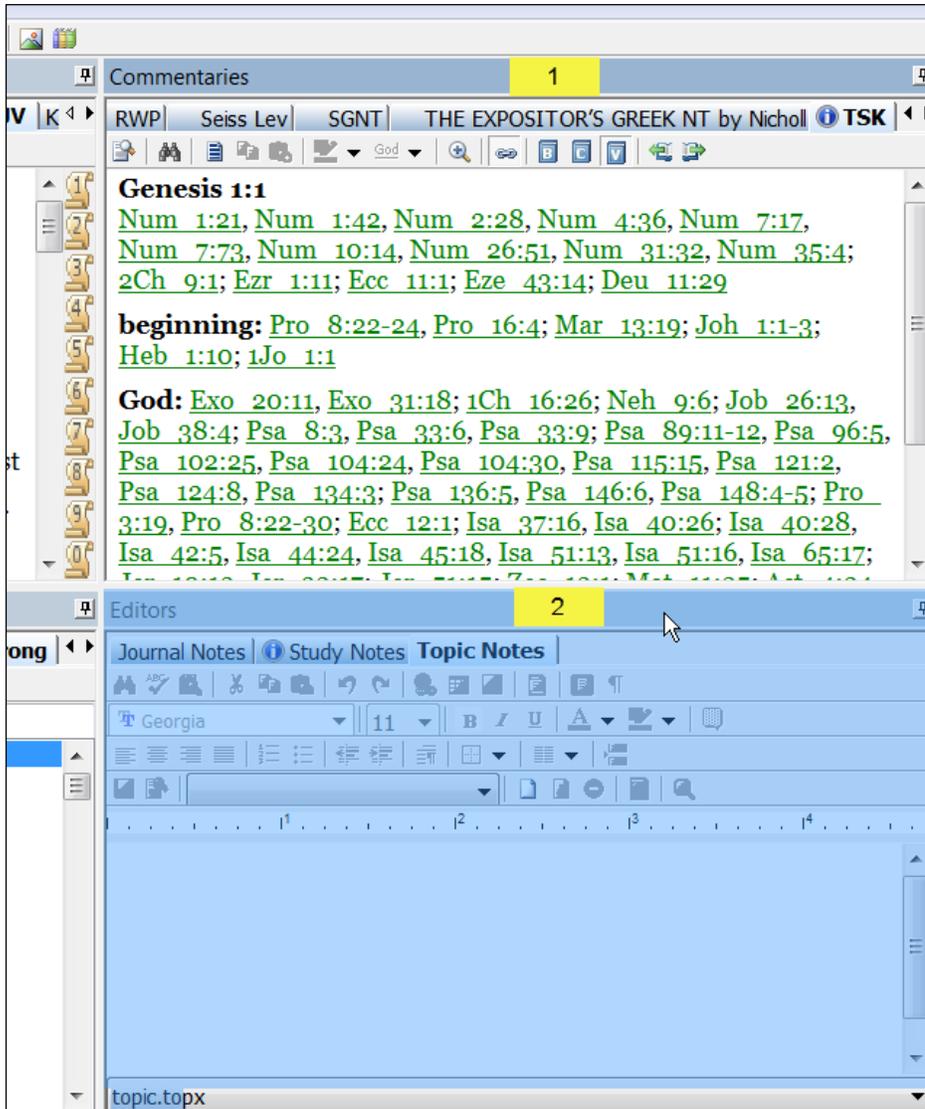
Docking Windows: Overlapping

Two or more windows can occupy the same space—or **overlap** each other. For example, in the screenshot below, notice the **Commentaries** and **Editors** tabs, shown in the **red box**.



To produce the “overlapping” screen above, follow these steps:

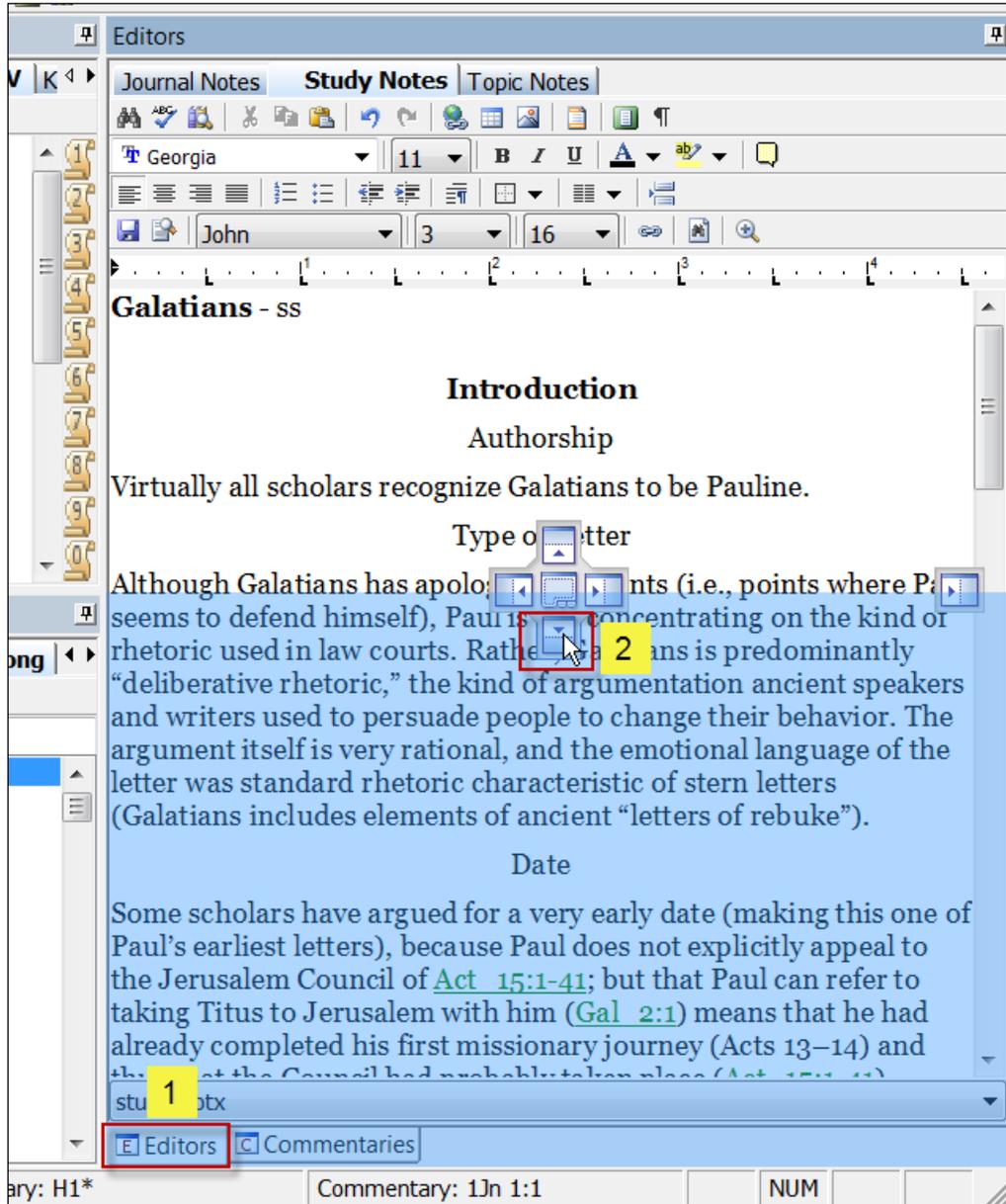
1. **Left click** the **Commentaries** window pane(1) and **drag** the window to the **Editors** window pane(2) until a **blue footprint** appears:



2. Release the mouse click and the windows now overlap. The **Commentaries** and **Editors** tabs appear at the **bottom**, as shown in the screenshot on the previous page.

To return the Editor and Commentaries to their **original positions**, as **separate windows**, follow these steps:

1. **Left click** the **Editors** tab(1) at the bottom of the screen and drag the tab toward the **Arrow Indicator**(2).



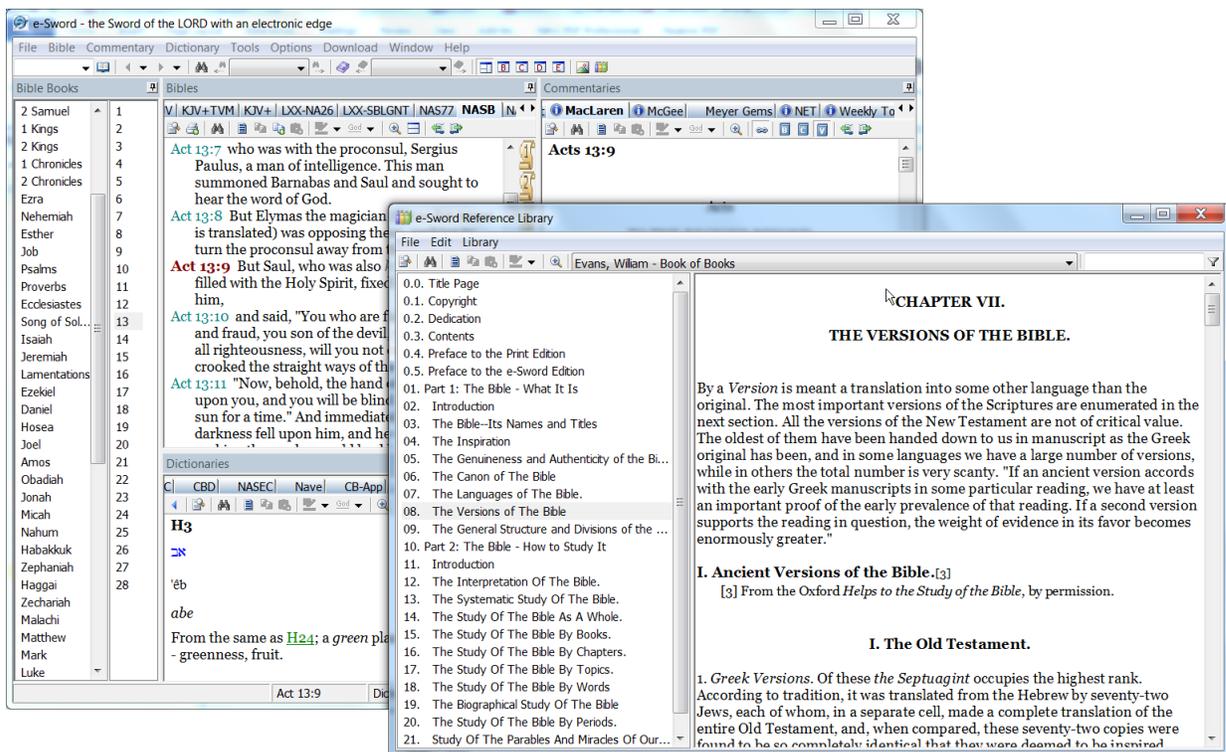
2. **Release the mouse click** and Editors and Commentaries windows will return to **separate windows**, as shown in the screenshot on the previous page.

Floating Window Customization

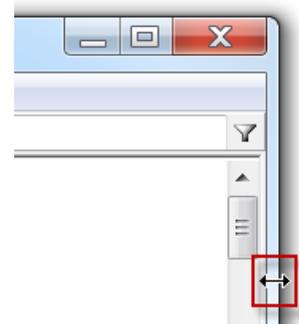
Many of e-Sword's features use **Floating Windows**. For example, the **Reference Library** window "floats" on top of e-Sword's main window. Other examples of floating windows include the **Step Reader**, **Prayer Requests**, **Bible Reading**, **Search/Extended Search**, and many other windows.

Floating Windows share properties you should be aware of:

- You can access the underlying e-Sword main window *without* closing a floating window. For example, if you need to reference the Bible or any other feature on e-Sword's main window, click the e-Sword main window in the background.
- You can also move the e-Sword main window and floating windows so they are offset or in any configuration that suits your monitor (see below).



- You can **resize a floating window** (larger or smaller) by positioning your mouse over the edge of the window until the mouse pointer turns into a double arrow (as shown to the right). Drag the window in the direction you want to resize.
- Some floating windows have **Minimize** and **Maximize** buttons (left of the red X). **Maximize** will **expand** over the whole screen. The **Minimize** button will cause the window to **disappear**. To display a minimized window, click the e-Sword icon on your Windows taskbar.



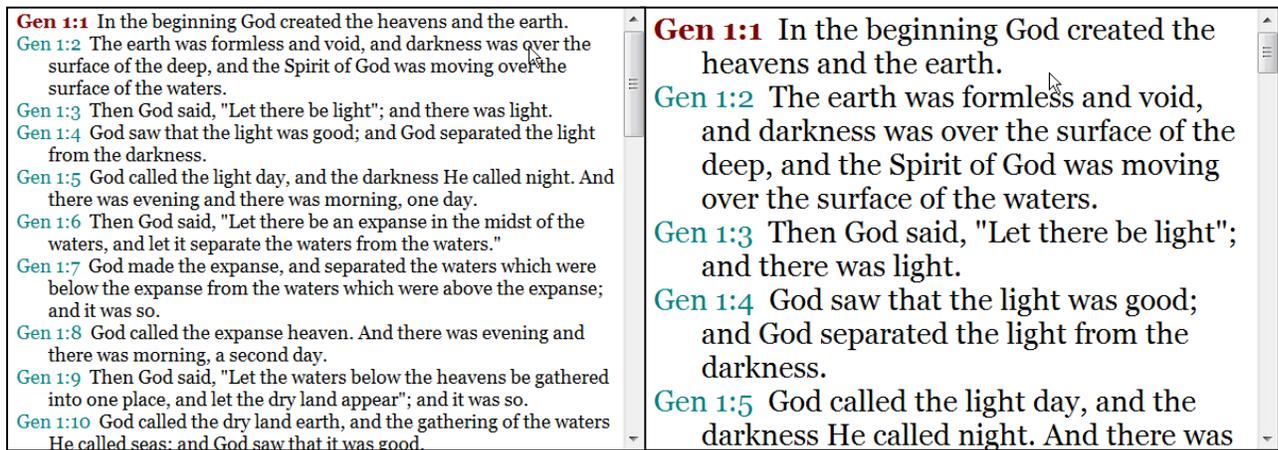
Zoom Feature: A Gift for Old Eyes

e-Sword includes a very flexible Zoom Feature. Nearly every window containing study text supports zooming, including **Bibles, Commentaries, Dictionaries, Editors, Reference Library**, and most other windows.

The Zoom Icon 

Anytime you see the **Zoom**  icon, you can enlarge the text in that window by clicking the icon. Click the icon again to restore your original view.

As you can see from the comparison below, the text isn't just zoomed. The text is **reflowed** so you do not have to use a horizontal scroll bar to view the text. The same holds true for images and tabular charts.



Zooming with the Mouse Wheel

The advantage of this zoom method is you can **quickly zoom** to a **custom magnification**.

1. **Click anywhere** in the **window** you want to zoom.
2. Press the **Ctrl button** while scrolling the mouse **wheel forward** to **zoom in** or **backward** to **zoom out**.
3. To restore the **default zoom**, click the **Zoom**  icon twice.

Changing Fonts and Sizes

e-Sword allows you to change the default fonts to a style pleasing to your eye.

Click **Options** from the main menu, and then click **Fonts**.

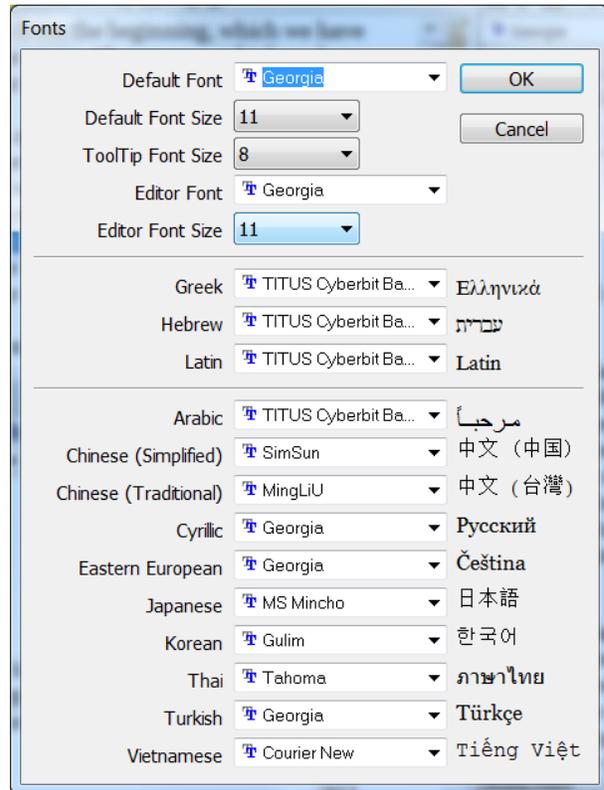
Default Font and Size: Specifies the font used throughout e-Sword, including text for Bibles, Commentaries, Dictionaries, Devotions, etc.

Tooltip Font Size: Specifies the font used to “popup” the text from verse references (called **tooltips**).

Joh 3:16

Joh 3:16 For God so loved the world, that he gave his only begotten Son, that whosoever believeth in him should not perish, but have everlasting life.

King James Version



Editor Font: Specifies the **default font** used in the Editor’s Window (Journal Notes, Study Notes, and Topic Notes).

Greek, Hebrew, and Latin Font: Specifies the fonts e-Sword uses to display these commonly found languages in Bibles, Commentaries, and Dictionaries.

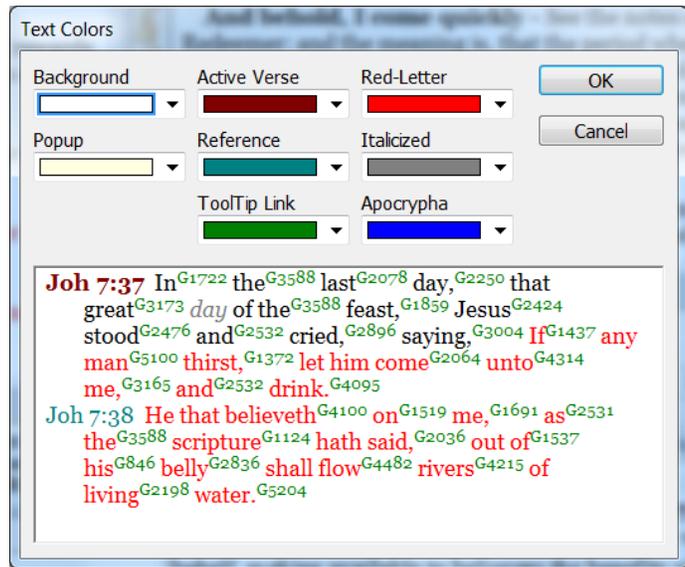
Changing Text and Background Colors

e-Sword allows you to change the default text colors to suit your preferences.

Click **Options** from the main menu, and then choose **Text Colors**.

You can select a **Background** color, along with the text colors shown in the screenshot to the right. The preview pane at the bottom of the screenshot shows your new color selections.

Popup: This color choice refers to the ToolTip popup **background window** where scripture text and Strong's definitions appear. This category does not appear in the preview pane.



If you're unhappy with the colors you selected, click the **Cancel** button. Otherwise, click the **OK** button to save your changes.

e-Sword Multilingual Settings

Changing the e-Sword Application Language

If you want e-Sword's dialog boxes to show a language other than English, you may select another language.

Click **Options** from the main menu, and then select **Language**. Choose your preferred language.

NOTE: This setting changes only the e-Sword **application** language, not the Bible study **content** language.

Tooltip and Bookmark Options

e-Sword lets you toggle the display of several miscellaneous items. Click **Options** from the main menu to see the toggle items shown to the right.

- Display Scripture ToolTips
- Display Strong's # ToolTips
- Display Bookmark Navigator

Display Scripture ToolTips: Toggles the appearance of Scripture ToolTips. Scripture ToolTips are colored verse references that “popup” the complete verse text from the verse reference. John 3:16 is an example shown to the right.

[Joh 3:16](#)

Joh 3:16 For God so loved the world, that he gave his only begotten Son, that whosoever believeth in him should not perish, but have everlasting life.

King James Version

Display Strong's # ToolTips: Toggles the appearance of Strong's Number ToolTips. Strong's Tooltips are colored Strong's references that “popup” the complete Strong's text from the Hebrew or Greek Strong's reference. See the “H6838” example.

H6838

צַפְּתִיחִית

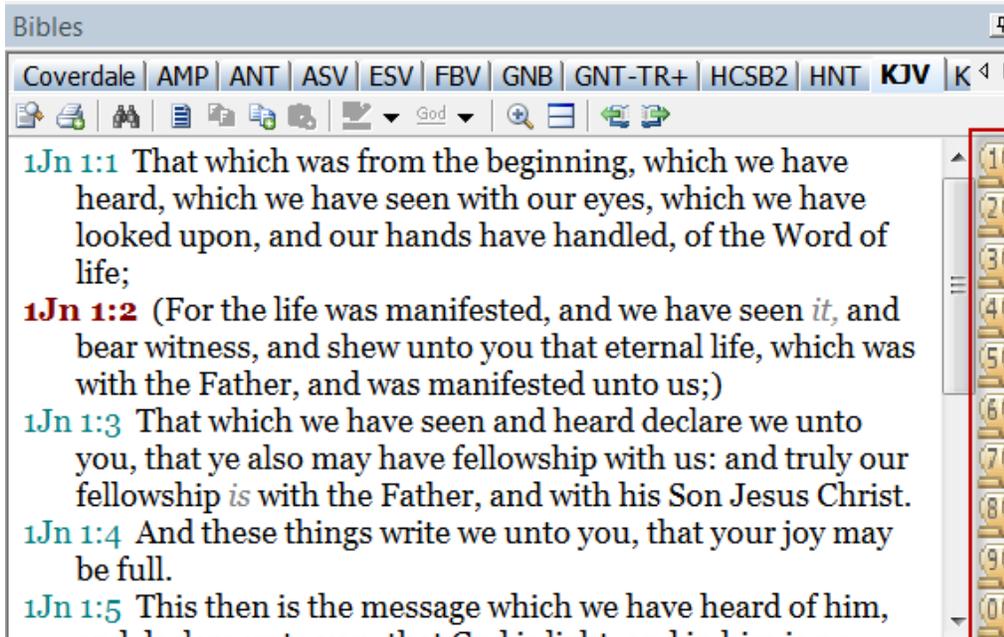
tsappîychith

tsap-pee-kheeth'

From the

H6838
 צַפְּתִיחִית
 tsappîychith
 tsap-pee-kheeth'
 From the same as [H6835](#); a flat thin cake: - wafer.
 Strong's Hebrew and Greek Dictionaries

Display Bookmark Navigator: Toggles the appearance of the Bible window bookmarks, shown in the red box below.



Search Options

e-Sword lets you toggle two search options. The search options apply to searching throughout e-Sword, including Bibles, Commentaries, Dictionaries.

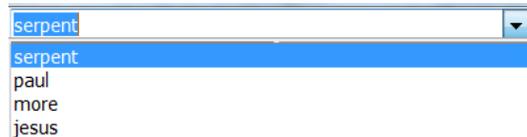
- Highlight Search Results
- Save Search Terms

Click **Options** from the main menu to see the toggle items shown to the right

Highlight Search Results: When you perform a search, e-Sword will highlight each word(s) that match your search term(s), if you select this option.

Gen 3:1, The **serpent** deceives Eve; command, and fall into sin and misery cursed; Gen 3:15, The promised seed; first clothing; Gen 3:22, Their expulsi

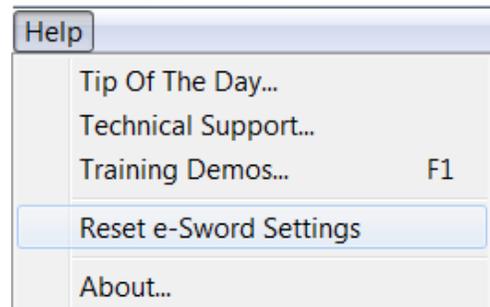
Save Search Terms: e-Sword will “remember” your search terms if you select this option. If enabled, you can review your search terms and re-select a search term to search again.



Reset e-Sword Settings

You can restore e-Sword to the default settings by clicking **Help** and then choosing **Reset e-Sword Settings**. This includes all settings presented in this chapter, except the installation of modules.

Reset e-Sword Settings will *not* delete any modules you added to e-Sword. But the reset *will* show all resources. If you hid resources in the **Resource Options** window (see next page), your selections will be discarded and all resources will be visible.

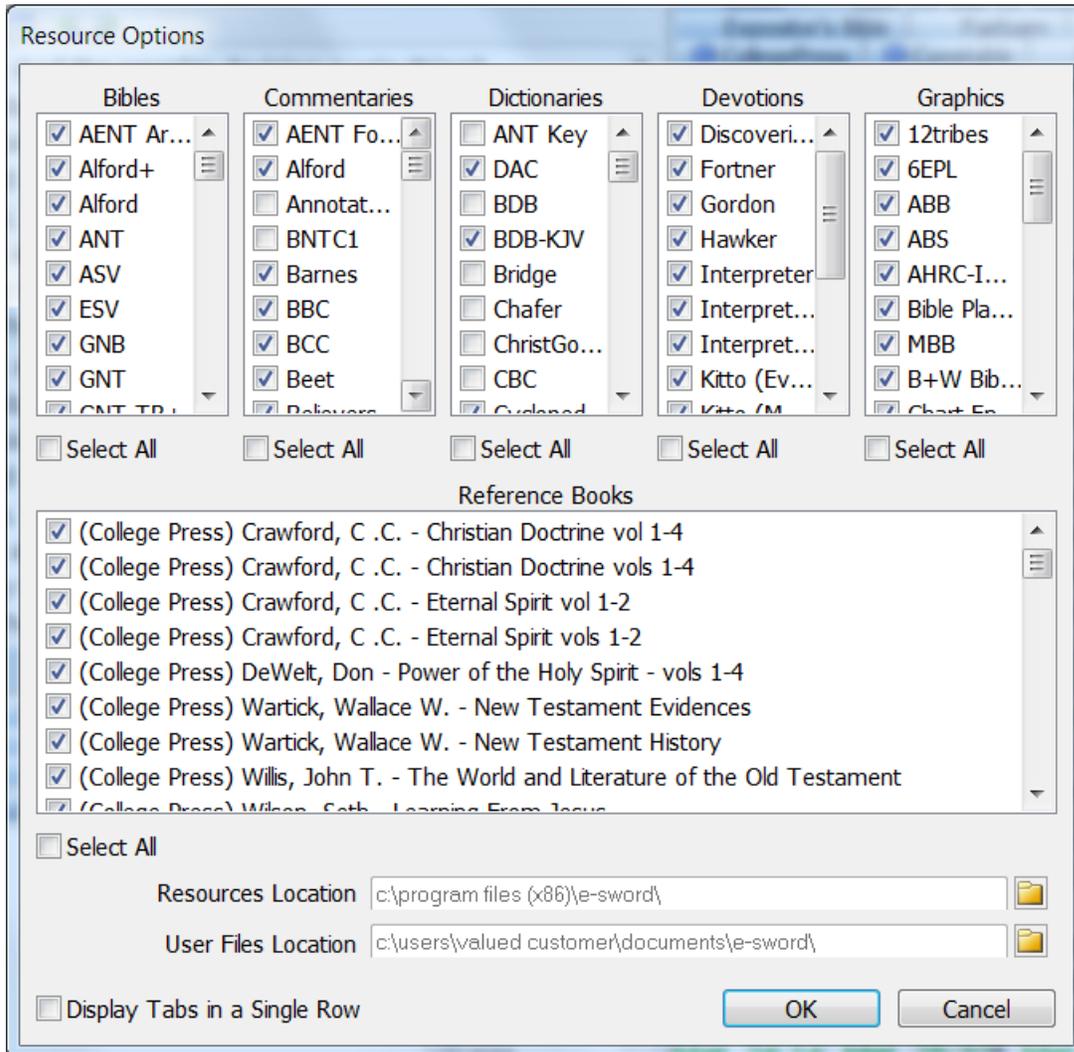


Hiding and Uninstalling Resources

As you download e-Sword resources, your screen may become cluttered and overwhelming. You may want to hide resources you don't use often, or delete resources permanently.

Hiding Resources

You can **hide** resources *without uninstalling* them from your computer.



1. Click **Options** on the main menu, and select **Resources**. The **Resource Options** window appears, as shown above.
2. All of the installed **Bibles**, **Commentaries**, **Dictionaries**, **Devotions**, **Graphics**, and **Reference Books** are listed. **Remove the checkbox** next to resources you want to **hide**.
3. When you are pleased with your selections, click **OK**. You may reactivate any installed resource by adding a checkbox beside the resource.

Permanently Delete Resources

You may also permanently delete most resources.

1. Click **Options** on the main menu, and select **Resources**. The **Resource Options** window appears, as shown above.
2. All of the installed Bibles, commentaries and dictionaries are listed
3. Right click any resource and a context menu appears. Select “**Delete Resource Permanently**” and the resource will be deleted. You *cannot* “undo” this operation without re-downloading the resource, so be absolutely **sure** first!

NOTE: e-Sword will **automatically reinstall** the modules below even if you delete them. The modules below are essential to running e-Sword. While you can delete the modules for the current session, when you restart e-Sword, the modules will be reinstalled. However, you can **hide** these modules, as shown on the previous page.

King James Bible	kjv.bblx
King James with Strong’s Numbers	kjv+.bblx
Treasury of Scripture Knowledge	tsk.cmtx
Strong’s Dictionary	strong.dctx
Robertson’s Harmony of the Gospels	robertson.harx

Deleting Editor Notes

Deleting a **Journal Notes** file, **Study Notes** file, or **Topic Notes** file must be done outside of e-Sword. By default, e-Sword stores these files in your e-Sword user folder, usually “**My Documents\e-sword**”.

WARNING: You should only delete files from your Windows computer if you have **competent computer skills**. If you’re not comfortable browsing folders and deleting files, you should not attempt this. Otherwise, you **risk deleting the wrong file**. e-Sword, or other programs on your computer, may not work properly.

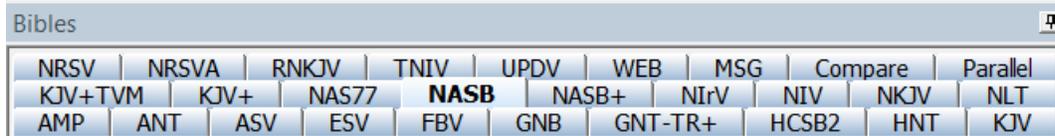
1. Click **Options** on the main menu, and select **Resources**. The **User Files Location** contains the path to your e-Sword user folder, usually “My Documents\e-sword”.
2. Using Windows Explorer, navigate to folder found in Step 1 above. Select the file you want to delete by clicking it once.
3. Press the **Delete** button and a **Confirm File Delete** window appears.
4. Click **Yes** if you want to proceed with deleting the selected file. Otherwise, click **No**.

Configuring Resource Tabs

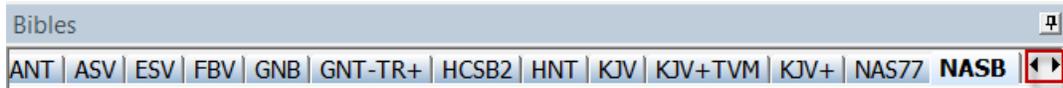
e-Sword present Bibles, commentaries, and dictionaries as **resource tabs**. You can control how e-Sword shows resource tabs.

Display Tabs on a Single Row or Multiple Rows

In the screenshot below, the resource tabs span multiple rows. This is the default e-Sword configuration:



This second screenshot shows the resource tabs on one row. The **Scroll Left/Scroll Right arrows** to show resources that do not fit on the screen:



To display resource tabs on a single row:

1. Click **Options** from the main menu.
2. Choose **Resources**.
3. At the bottom of the Resources window, tick the **Display Tabs in a Single Row** box.



Resource Tab Sorting - Advanced

e-Sword sorts resources in **reverse alphabetical** order, left to right, starting with the bottom row. Confusion sometimes arises because e-Sword does not sort based on the resource tab name. e-Sword sorts based on the actual filename of the resource.

If you're an advanced user, you can change the e-Sword's sort order by renaming the files. For example, in most configurations, renaming a resource with a letter from the end of the alphabet is likely to show the resource on the top row.

The e-Sword developer does not provide support for renaming resources to achieve a specific sort order. Find support for this at BibleSupport.com.

Renaming Resource Tabs

This is a technical topic for advanced users. This section does **not** apply to **official e-Sword downloads**. *The e-Sword developer does not provide support for renaming resource tabs.* Instead, find support for this at BibleSupport.com.

However, you may find an unofficial resource that needs a different tab name. For example, a resource may have a long tab name and you want to shorten the tab name. Occasionally, you may find two unofficial downloads with the same tab name and you need to rename the tab.

Advanced users can download a free, third party database tool to edit unofficial resources. BibleSupport.com hosts the [e-Sword Tab Renamer program](#). This program is shown here only as a courtesy and no official support will be provided by e-Sword.

Resource Tab Conflicts

This is a technical topic for advanced users. This section does **not** apply to **official e-Sword downloads**. *The e-Sword developer does not provide support for resource tab conflicts.* Instead, find support for this at BibleSupport.com.

Resource tab conflicts arise when two resources have the same tab name. e-Sword resolves this by showing only the first resource in the resource tabs. To display both resources, the tabs must be renamed. Another way to resolve the conflict is to delete one of the resource files from your hard drive.

Understanding the e-Sword Resources and User Files Location Settings

e-Sword uses a **Resources Location** setting and a **User Files** setting.

Resources Location

The **Resources Location** is where e-Sword loads **Bibles, Commentaries, Dictionaries, Devotions, Graphics, and Reference Books.**

On most Windows configurations this folder is either:

- c:\program files\e-sword
- c:\program files (x86)\e-sword

User Files Location

The **User Files Location** is where e-Sword reads and writes **Editor Notes** (Topics, Study, and Journal), **Memory Verse Lists, Prayer Request Lists, Bookmarks, Scripture Memory Lists, Bible Markup** file, etc.

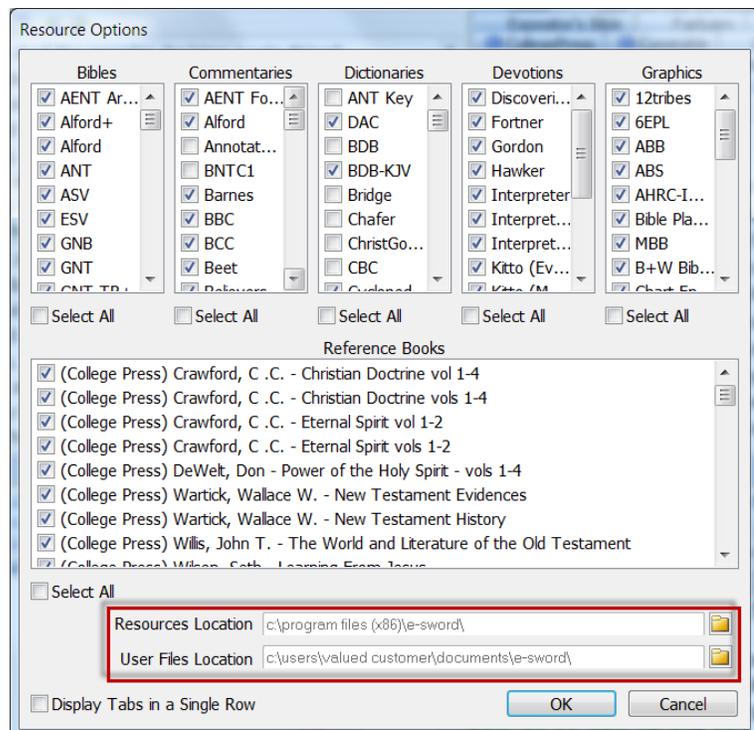
On most Windows configurations this folder is: My Documents\e-Sword

Changing the e-Sword Resources and User Files Location

If you want to store your e-Sword modules in a different folder, on a USB drive, or cloud services like DropBox, you may **change the path and folder** in the e-Sword **Resources Location** and User Files Location fields (see below).

To change the e-Sword **Resources Location** or **User Files Location** fields:

1. Click **Options** on the main menu, and select **Resources**. The **Resource Options** window appears, as shown below.
2. Click the orange **folder icon** (inside the red box, as shown below).
3. Navigate to your new folder in the **Browse for Folder** window and click the **OK** button to save and exit the Browse window.
4. Click the **OK** button to save and exit the **Resource Options** window.



Downloading Additional Resources

There are two types of e-Sword resources: **official** and **unofficial**.

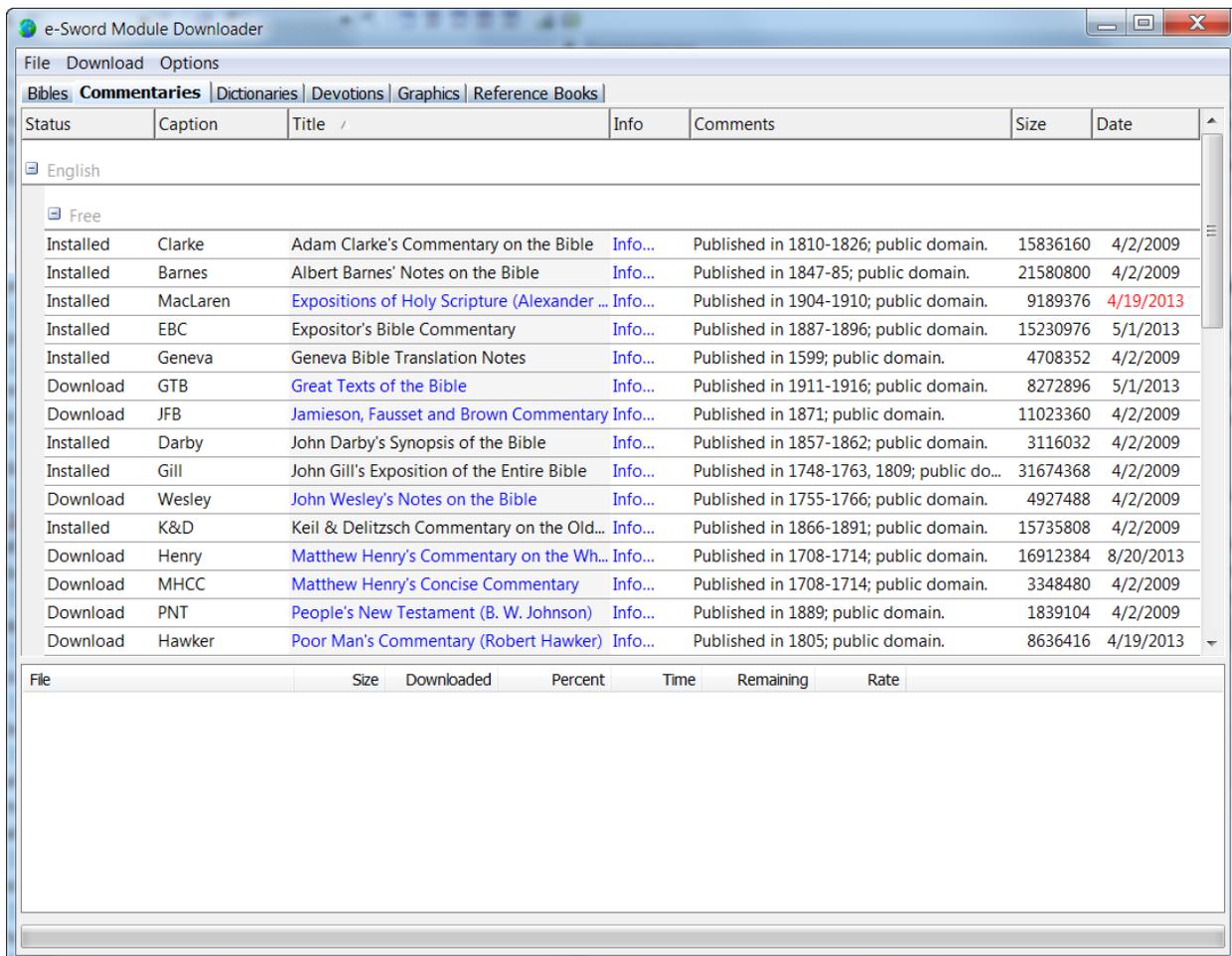
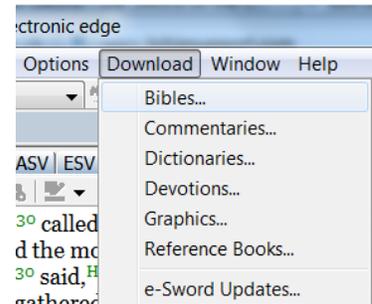
Unofficial Resources

Unofficial resources may be found on many websites like www.biblesupport.com and www.doctordavet.com. If you download unofficial resources, please see the next subsection, “[Installing Unofficial Resources](#)”.

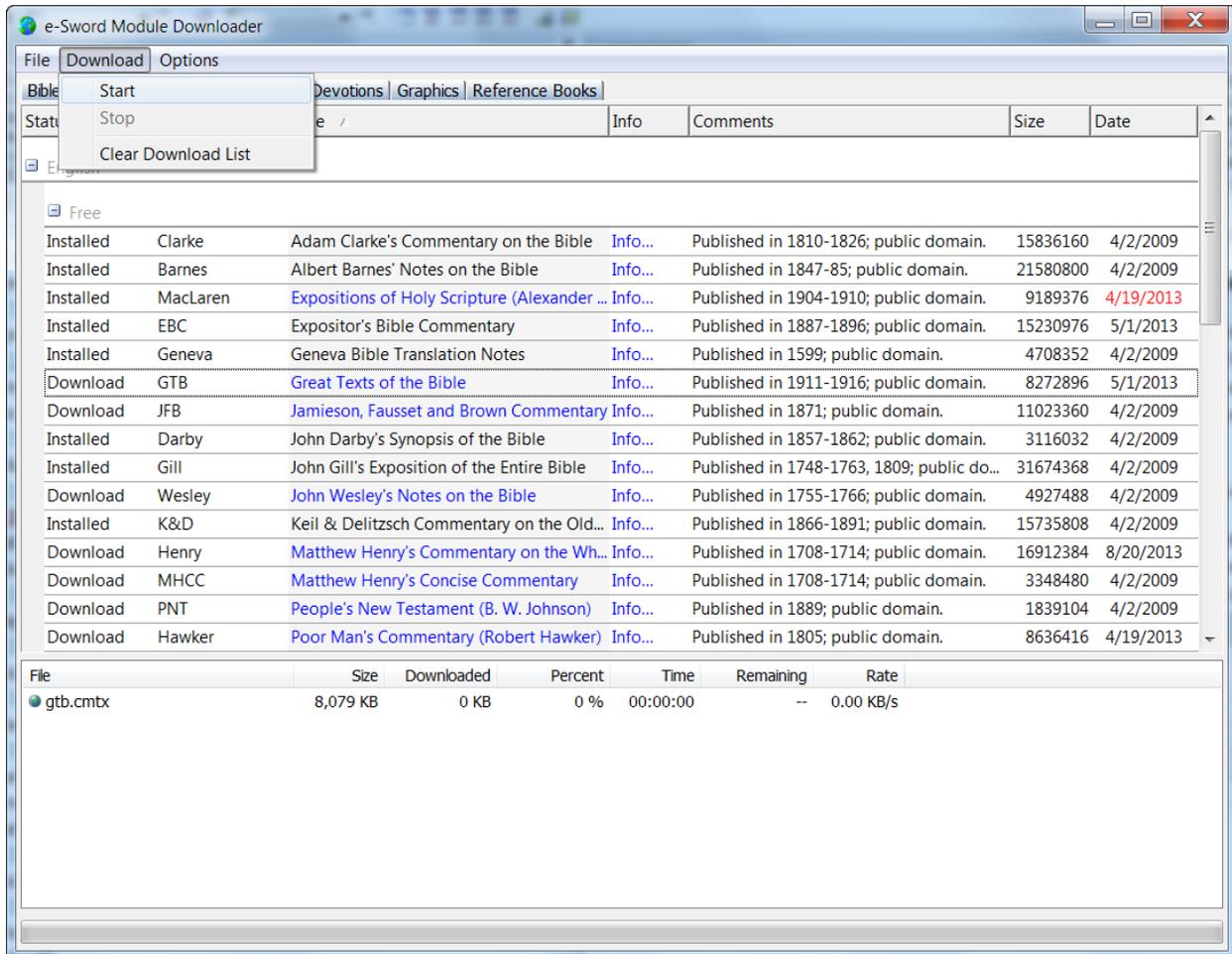
Official Resources

You may add official e-Sword resources by using the e-Sword **Module Downloader**.

1. Click **Download** on the main menu and select the type of resource you want to add from the drop down menu.
2. The downloader is setup to **browse by resource type**. Click the **resource category tab** that interests you.



3. Click the **blue hyperlink** of the module you want to add in the **Title** column. The **Info** column also shows a blue hyperlink, which provides you more information about most resources.
4. The selected module appears in the bottom window. You may add additional modules.
5. When you are ready to start downloading, select **Download** from the **Downloader menu** and click **Start**.



TIP - RESTART: Before you can view the newly installed resource(s), you must re-start e-Sword.

TIP - UPDATES: Installed resources with a red colored date (see the red text above, "4/19/2013" alerts you to newer versions of resources already installed.

Installing Unofficial Resources

BibleSupport.com hosts thousands of e-Sword resources like the *Ellicott's Commentary* and *Lange's Commentary*. The list grows nearly every day as members create additional resources.

Downloading unofficial resources requires you install the resources. Unofficial resources do not use the official, built-in Module Downloader.

e-Sword Module Installer

The [e-Sword Module Installer](#) automatically installs your e-Sword modules! It copies your e-Sword module to your e-Sword Resource Folder on your Windows PC. This works for e-Sword 9 and 10.

Download the [e-Sword Module Installer here](#). If you need assistance, read the [brief instructions](#) or post a support message at BibleSupport.com.

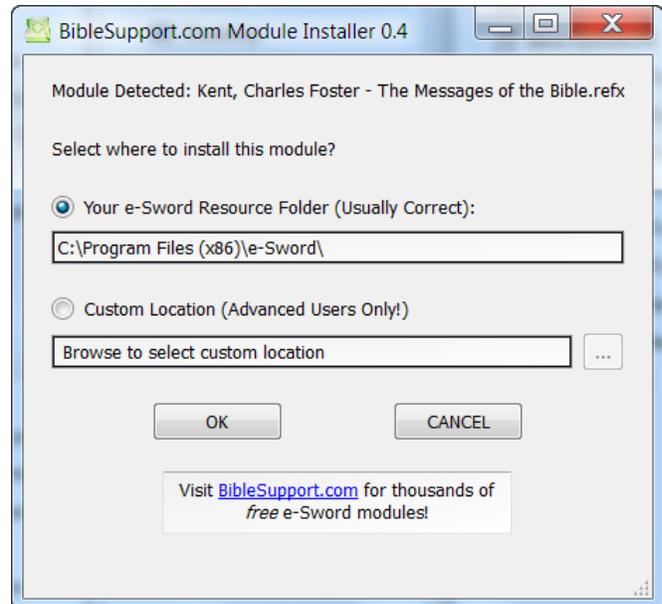
By default, e-Sword reads most resources from the “program files\e-sword folder”, as discussed in the [Changing Your e-Sword Resources and Files Location](#) section.

Self Installing Resources

Some downloads may be packaged as an executable file (filename.exe). This saves a step in the installation process. Download the executable file and “Open” or “Run” the file, whichever option your Internet browser provides.

Support for Unofficial e-Sword Resources

The e-Sword developer (Rick Meyers) does **not support** unofficial e-Sword resources. For assistance viewing, installing, or using third party resources, including the e-Sword Module Installer, please post on the message boards at BibleSupport.com



Chapter 3: The Bibles Window in Detail

The Bibles window is the heart of e-Sword, as you might expect in Bible study software. You can lookup, compare, and analyze translations in a fraction of the time required by traditional Bible study methods.

What's in this Chapter?

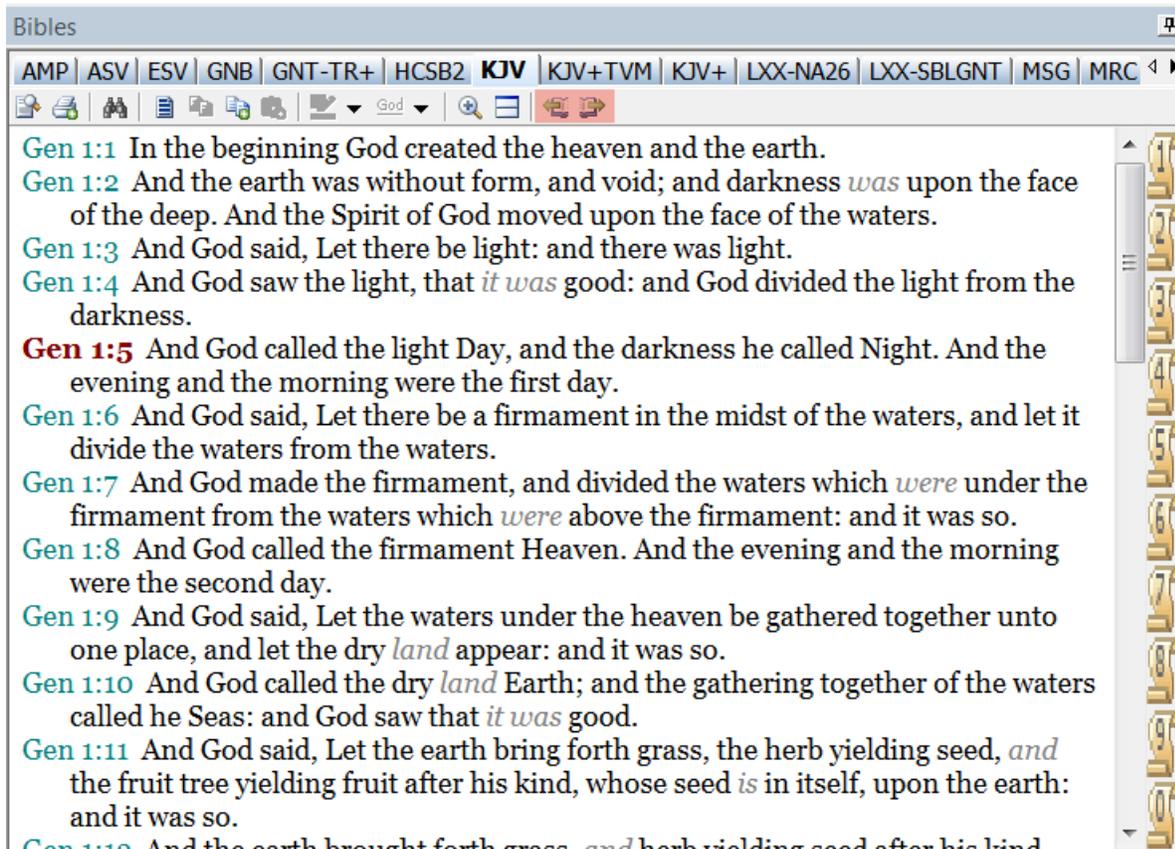
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Navigating the Bible in the Bibles Window

The **Bibles** window displays the text of your currently selected Bible translation.

You can **change the passage of Scripture** displayed using several methods.

- You may use the **scroll bar** on the right side of the window to show different verses.
- You may navigate from chapter to chapter by using the **Previous Chapter** (F5) and **Next Chapter** (F8) icons (highlighted in red below).
- When you **click** a ToolTipped **verse** elsewhere in e-Sword, the Bible window's **active passage** changes to **match the verse** you clicked.
- The **active passage** is always **highlighted in red**. In the example below, Genesis 1:5 is the active passage.

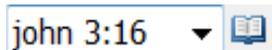


Using the Bible Books Window

The **Bible Books** window (shown to the right) contains all books of the Bible in the order of the Christian Biblical canon.

You may use the **Bible Books** window or the **Lookup Scripture Reference** box when looking up verse references.

The **Lookup Scripture** box is on the main e-Sword toolbar, above the Bible Books window (by default). In the screenshot below, “John 3:16” has been entered. After entering the verse, press the **Enter key** for the **Bibles** window to display the passage.



To minimize the **Bible Books** window, click the **push pin icon** in the top, right corner.

TIP: Pressing the **Ctrl-L** hotkey combination anywhere in e-Sword will place your cursor inside the **Lookup Scripture Reference** box. This may be faster than using your mouse.

Using the Lookup Scripture Reference Popup

Click the **Lookup Scripture Reference**  icon or press the **F2** button to display this window.

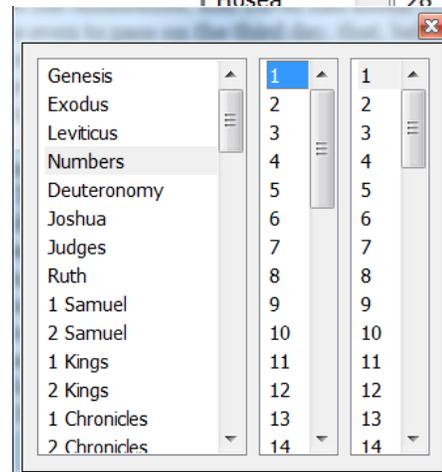
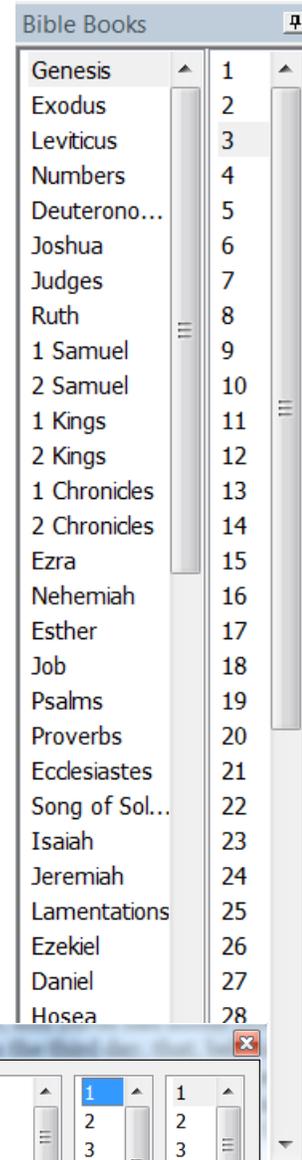
This window is undocked. The window “floats” so you can move the window as necessary.

Right-click a **Bible book** name to quickly open the first verse/chapter. e-Sword will instantly change the **Bibles** window to the first verse of the book you selected.

Right-click a **chapter number** to immediately view that chapter.

Left-click or right-click a **verse** to show that verse.

TIP: If you need more screen space, hide the **Bible Books** window (see image above) by clicking the **push pin icon** (top image, far right). Then you can use the **Lookup Scripture Reference** popup to navigate the Bible by pressing the **F2** button.

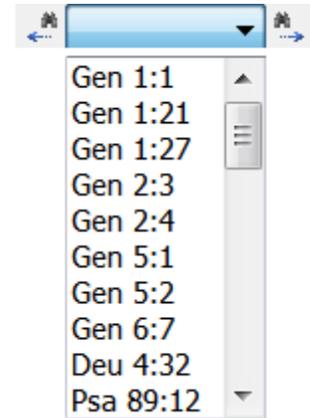


Viewing Your Previous Bible Search Results

You can **access the results** of your **last Bible search** (or extended Bible search).

Hover your mouse over the drop down menu between the **Search Previous**  and **Search Next**  icons. This lets you see the **search word(s)** of the last search (so you will know what the verses in the drop down menu have in common).

The drop down menu contains the verse results of your last search. Click any verse in the list to lookup and display the verse text in the Bible window. You may also cycle through each verse in the list by clicking the **Search Previous**  or **Search Next**  icons.



TIP: Save time by using the hotkeys instead of the icons! **Search Previous** is **Shift-F3** and **Search Next** is **F3**. Press the **Shift** key and the letter at the same time.

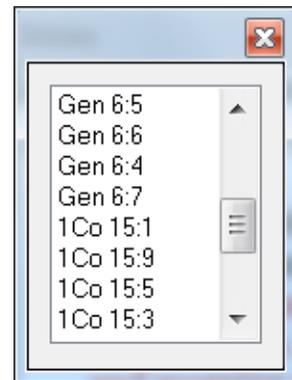
Viewing Your Verse History

If you find yourself rabbit-trailing through the Scriptures you can easily find your way back to the verse you started with.

You can access every verse you viewed since e-Sword last started by clicking the **Next Reference**  and **Previous Reference**  icons.

To **review** the complete **list of verses**, click the **black, down arrows** to show the verse list window (see screenshot on the right).

To **lookup** and display the text of each **verse**, one-by-one, click the blue left/right arrows.



TIP: If you have not clicked the **Previous Reference**  icon, the Next Reference  icon will be grayed-out.

TIP: Save time by using hotkeys instead of the icons! **Previous Reference** is **Ctrl-P** and **Next Reference** is **Ctrl-N**. Press the **Shift** key and the letter at the same time.

Recognizing Study Notes in the Bible Window

The Bibles window shows which verses have a study note.

In the screenshot , notice 1 Corinthians 15:3 and 15:6 have a squiggly line below the reference. The squiggly line means a study note exists for that verse.

Study notes are your thoughts on a verse.

See [Chapter 10](#) for more information on creating and managing Study Notes.

1Co 15:1 Moreover, brethren, I declare unto you the gospel which I preached unto you, which also ye have received, and wherein ye stand;

1Co 15:2 By which also ye are saved, if ye keep in memory what I preached unto you, unless ye have believed in vain.

1Co 15:3 For I delivered unto you first of all that which I also received, how that Christ died for our sins according to the scriptures;

1Co 15:4 And that he was buried, and that he rose again the third day according to the scriptures:

1Co 15:5 And that he was seen of Cephas, then of the twelve:

1Co 15:6 After that, he was seen of above five hundred brethren at once; of whom the greater part remain unto this present, but some are fallen asleep.

1Co 15:7 After that, he was seen of James; then of all the apostles.

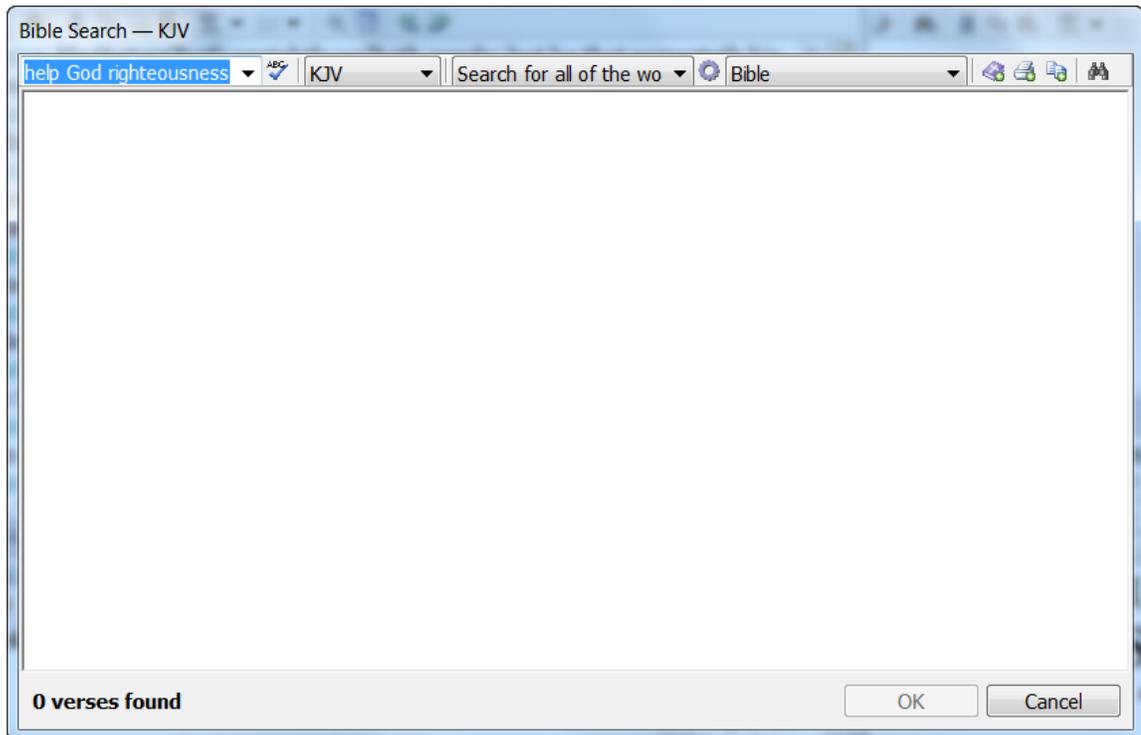
1Co 15:8 And last of all he was seen of me also, as of one born out of due time.



Searching the Bible - Basic

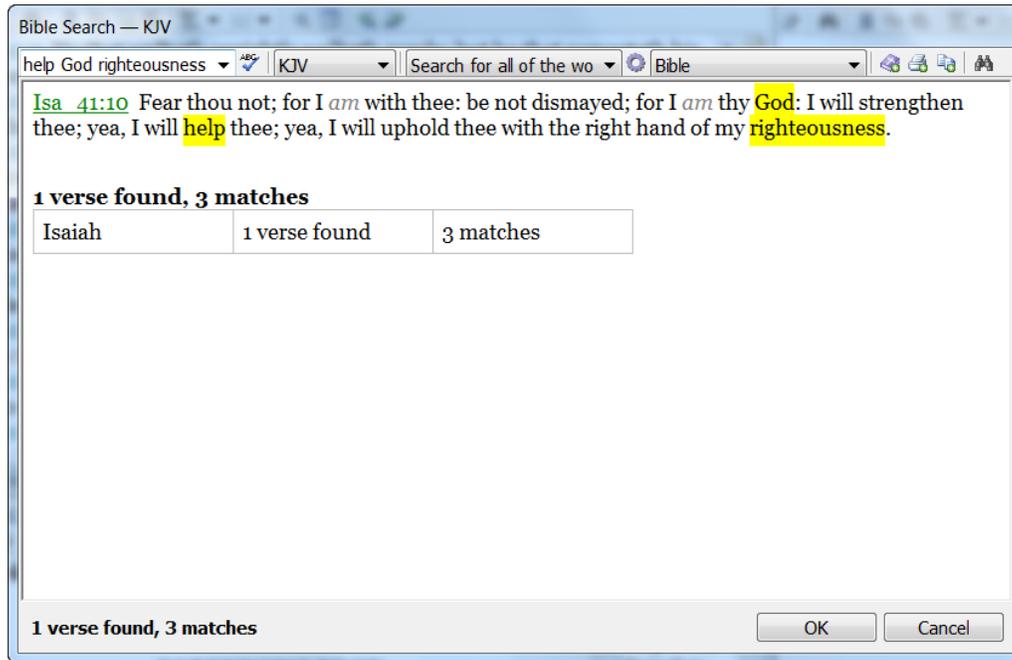
1. To search the KJV Bible, click the **Search**  icon in the **Bibles** window. Or, select **Bible** from the main menu and then select **Search**.
2. A search window appears, as shown below. If you clicked the **KJV tab**, you will see "**Bible Search - KJV**" at the top of the search window.

Your search is limited to this translation. To search a different translation, select the translation from the drop down menu. The **KJV** translation is selected below.



3. Type your **search word(s)** in the first field. Not sure how to spell your search terms? Give it your best guess and then click the **spell check**  icon.
4. In the following example, we typed, "**help God righteousness**" in the search field.
5. To find a verse with all of these words, we selected **Search for all of the words** from the drop down menu.

6. Click the **Search**  icon in the top, right corner of this window. As you can see, there is only one verse in the KJV Bible containing all three of these words.



7. Click any of the verses that match your search (one in this example, Isa. 41:10) to change your **Bibles** window to that verse.

If we selected, **Search for any of the words**, e-Sword would have matched results for 4,211 different verses!

If we selected, **Search for the exact phrase**, e-Sword would have returned 0 verses.

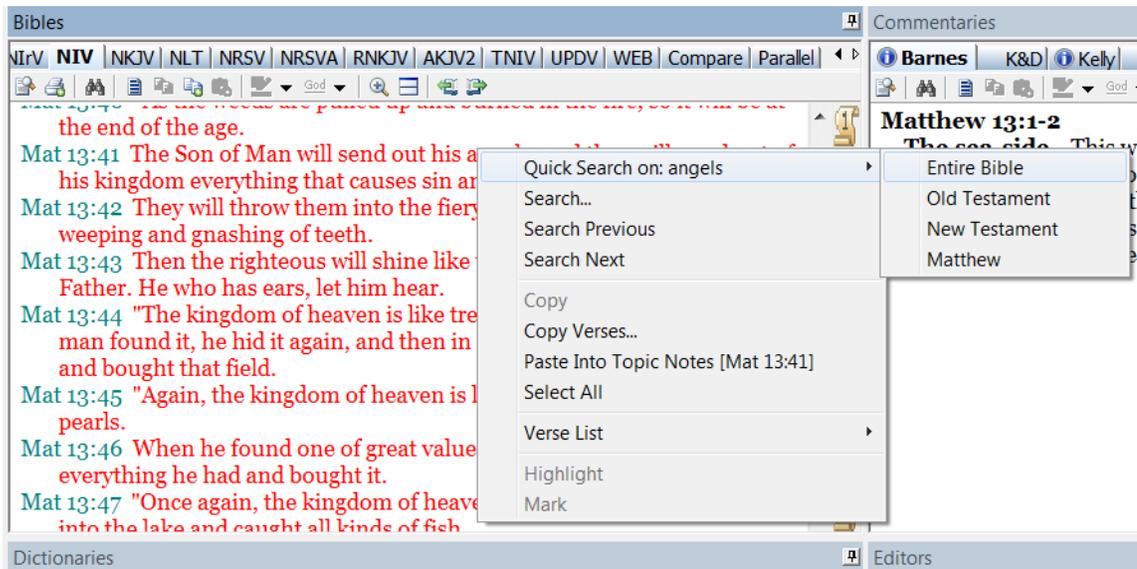
TIP: The Apocrypha (Orthodox Anagignoskomena and Catholic Deuterocanon) are supported. When you search the Bible as a whole (as with the example above), Apocrypha results are shown *if* your active Bible includes those books.

The **Apocrypha** search results appear *after* the results for Revelation because of the Apocrypha's location in the e-Sword database.

Quick Searching The Bible – Context Menu

You may **right-click** the mouse button from any passage in the **Bibles** window to perform a quick search.

1. Navigate to **Matthew 13:41**.
2. **Right-click** your mouse on the word “**angels**”. Note the submenu:



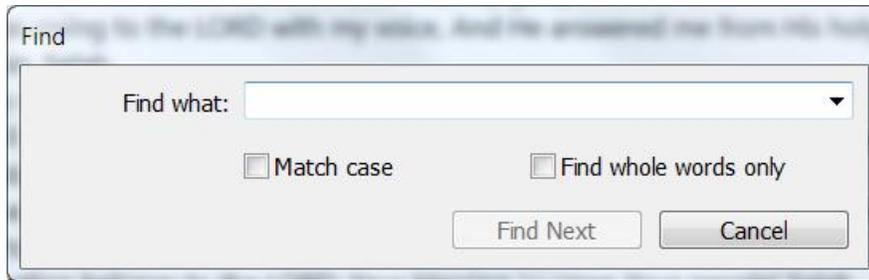
3. The first entry in the context menu is: “**Quick Search on: angels**”. Move your mouse pointer over this option. The menu will expand and prompt you to search the **Entire Bible** or to limit your search to the **Old Testament**, **New Testament** or **Matthew** only.
4. Click **New Testament** and the current translation's search window will open with all New Testament matches for the word “**angels**”.
5. Click **Accept** to return to the **Bibles** window. e-Sword will display the first reference to **angels** in the New Testament (Matthew 4:6).
6. To view the next verse containing the word “**angels**”, **right click** any text in the **Bibles** window and select **Search Next**. This will display the next verse in the New Testament containing the word “**angels**” (Matthew 4:11).
7. If you want to again display the previous verse where the word **angels** occurred, right click any text in the **Bibles** window, and select **Search Previous**. This will display the previous verse containing the word **angels**.

TIP: Save time by using hotkeys instead of the icons! **Search Previous** is **Shift-F3** and **Search Next** is **F3**. Press the **Shift** key and the letter at the same time.

Searching the Active Bible Window

You can search the active Bible window, including **all text in the Bible window**.

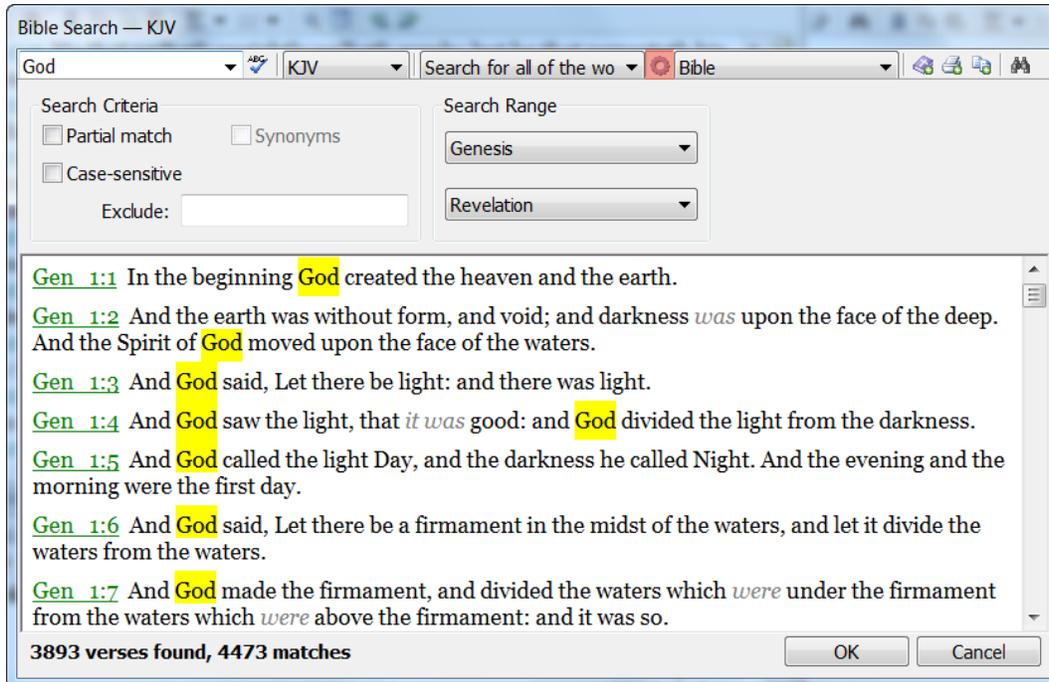
1. To search the active Bible window, click the **Find on Page**  icon in the **Bibles** window.
2. Enter the search term(s) to find.



3. Click **Find Next** to find each occurrence in the text.
4. **Match case** makes the search case sensitive.
5. **Find whole words only** prevents e-Sword from matching partial words. For example, ticking this box prevents e-Sword from finding "mankind" when searching for "man".

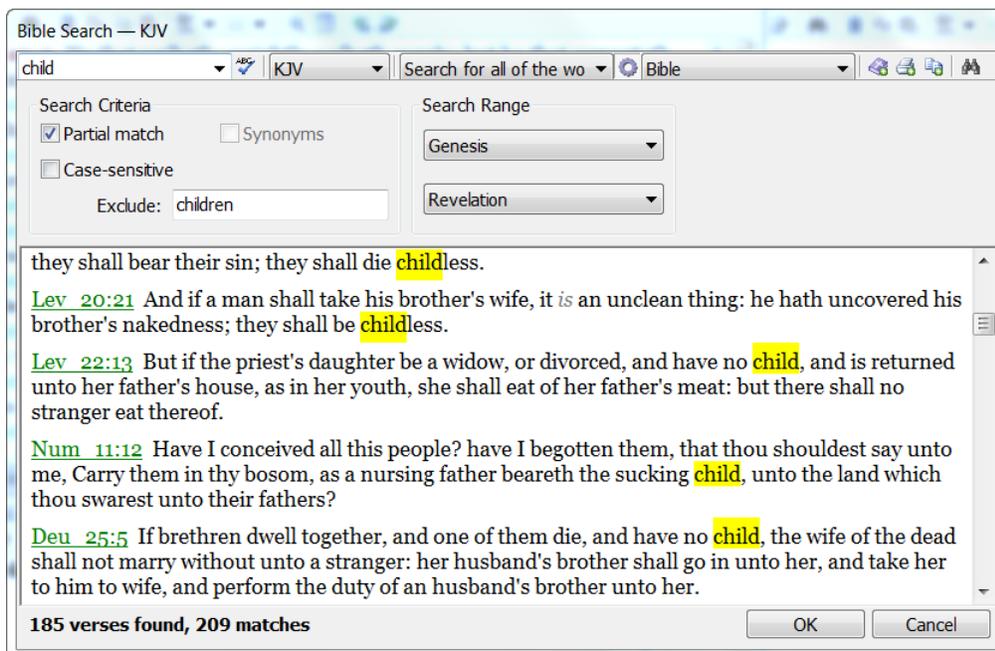
Additional Search Options Wheel

For an even more specific search, click the **search wheel**, (highlighted in red below). You may use this more specific search with or without **Regular Expressions**, discussed in [Chapter 22](#).



Note the powerful search features above. You can **limit your search** to certain books of the Bible or make your search **case sensitive** to find "god" with a lower-case "g".

In the following screen, we have performed a **Partial Search** for the word "child". If we exclude the word "children," e-Sword will display results for "child," "childless," and "child's".



Searching Only the OT, NT, and Apocrypha

You can search *only* the **Old Testament**, **New Testament**, or **Apocrypha**. When selecting either of these categories, the **Search Range** automatically changes to include the beginning and ending book.

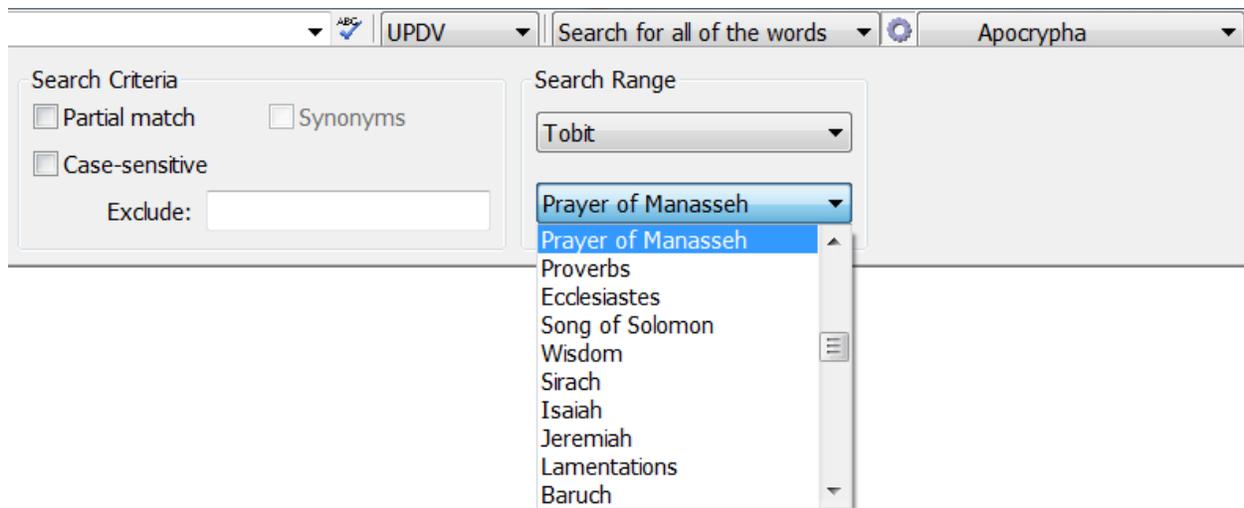
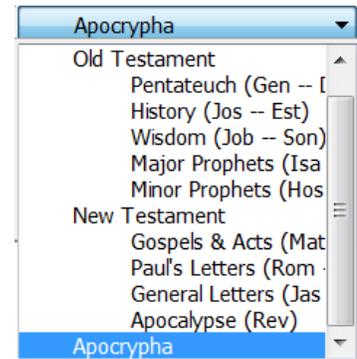
These options are more for **convenience** than necessity. You can perform the same searches by adjusting the **Search Range** manually.

Apocrypha

The Apocrypha (Orthodox Anagignoskomena and Catholic Deuterocanon) are supported. Some Bible modules, such as the Revised Standard Version and New Revised Standard Version include an additional section with these books.

Click **Bible** from the main menu and choose **Search** to show the Bible search screen. Notice the **Bible** drop down menu. This menu selects which portions of the Bible to search, including the Old Testament, New Testament, and Apocrypha.

TIP: The **Apocrypha** search results appear *after* the results for Revelation because of the Apocrypha's location in the e-Sword database.



Extended Bible Search - Multiple Translations

To search for words or phrases across multiple Bible translations, click **Bible** on the main menu, and choose **Extended Search**.

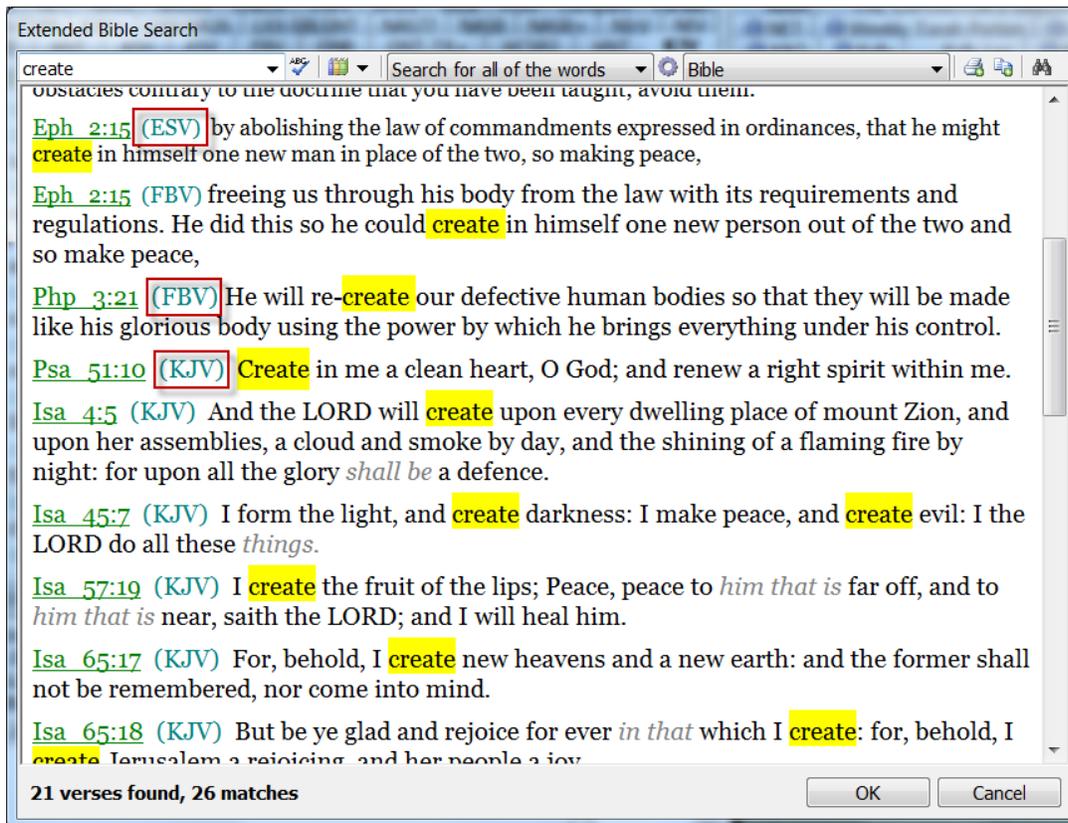
TIP: The **more Bibles** you search at once, the **more time** e-Sword will need to complete the search. Searching large numbers of Bibles may require a long time. The **progress bar** shows the current status of the search.



You may press the **Escape key** to **abort a search**, while showing the results already found.

This window is almost identical to the basic **Bible Search** function, but you can select multiple translations. Click the **Bibles**  icon to select which Bibles to search.

REMEMBER: If you do not have any Bible translations selected with the **Bibles**  icon, e-Sword will not display any results!



Search Results

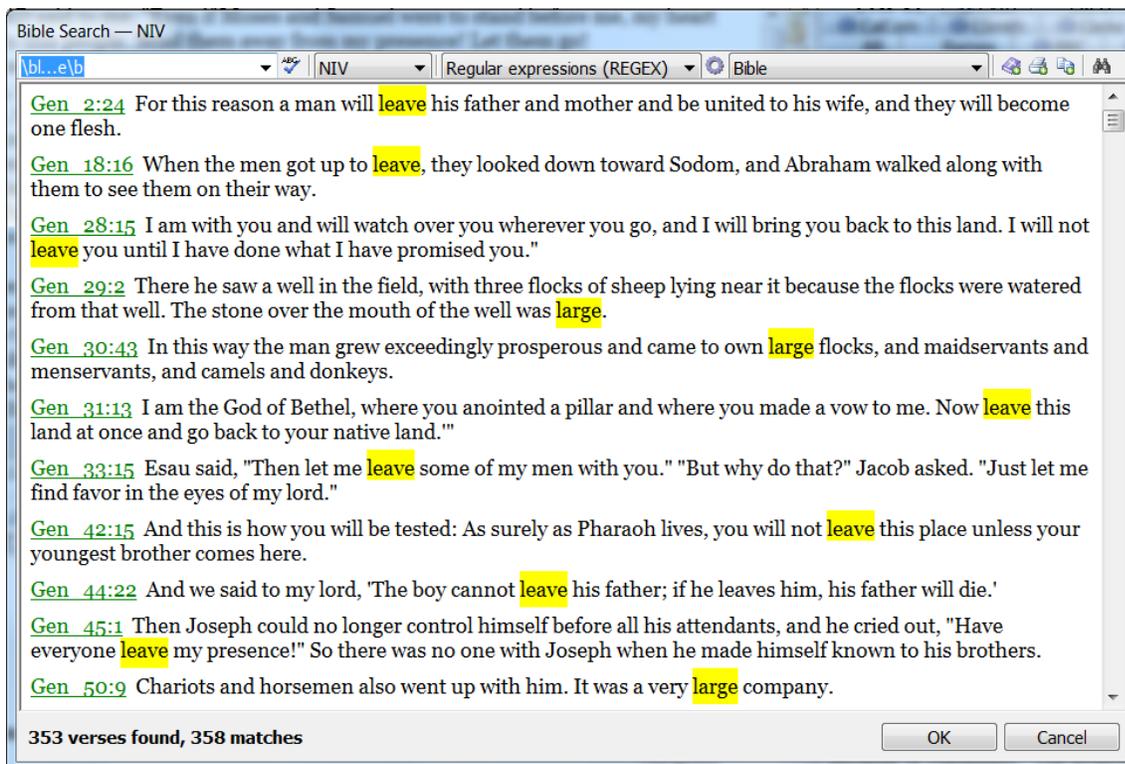
Each **keyword match** is **highlighted** in yellow. Also notice that the **search results** are **grouped alphabetically** by the Bible **abbreviation**.

Searching the Bible - Advanced

Regular Expressions, also referred to as REGEX or REGEXP, use **special codes** to match patterns of text in powerful ways. In e-Sword, regular expressions allow you to search the Bible beyond the search methods you previously used.

This section is a very brief introduction to searching with Regular Expressions using e-Sword. [Chapter 22](#) covers this functionality in much greater detail.

If we select **Regular expression** from the drop down menu, we can perform a much broader "wild card" search. For example, in the window below, we searched for words starting in "l" and ending in "e" by typing `\b` (the symbol for word boundary) followed by `"l...e"` and closed with the word boundary symbol `\b`.

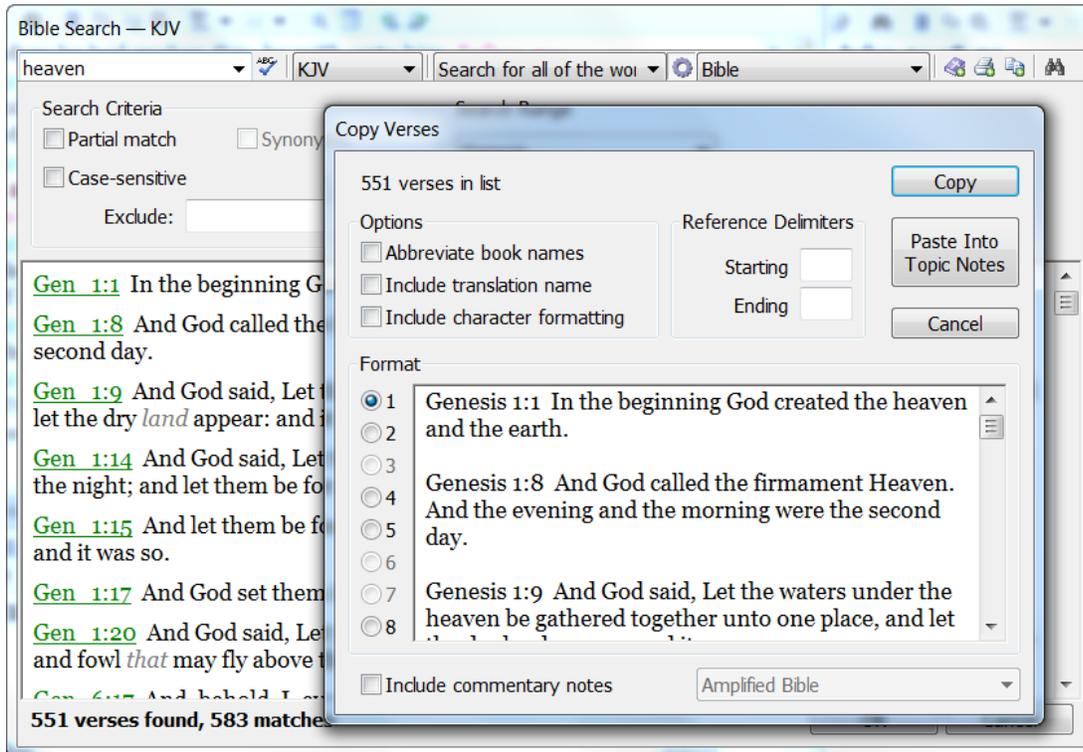


For more information on searching with Regular Expressions and its exceptional power, see [Chapter 22](#).

Copying and Printing Bible Searches

If you don't have an active search, click **Bible** from the main menu and choose **Search**. Enter your search text and click the **Search**  icon to search the active translation.

After performing your search, click the **Copy/Paste Into**  icon. You can choose from the options below to format the search results:



Abbreviate Book Names - When selecting this option, the **book names** of the Bible are **abbreviated**. For example, Genesis is copied as “Gen.”

Include Translation Name - When selecting this option, the displayed text includes the name of the Bible translation.

Include Character Formatting - This option is selected by default. Notice how the Bible references appear in green. If you deselect the **Include Character Formatting** option, the character formatting such as bold, italics, etc. is not included.

Reference Delimiters - This option specifies how the references should be enclosed. The default is by using parenthesis. You may enclose the reference with quotation marks, or any other symbol by entering the character into the Reference Delimiters **Starting** and **Ending** fields.

Format - e-Sword allows you to copy references in a variety of formats. For example, you may place the Bible reference at the beginning or ending of a verse. Click the numbers to the left of the **Copy Verses** window to see the different possibilities.

Include Commentary Notes - If you have one or more commentaries installed, you can also include one of the commentary notes in the copy process. Select the commentary of your choice by clicking on the drop down box next to the **Include Commentary Notes** option.

Once you've selected the formatting options, click **Copy** (to copy to your clipboard for pasting to any other word processor) or **Paste Into** (to paste directly to the **Editors** window in the location where you last placed your cursor).

Printing

To print your search result, click the **Print**  icon. You will be able to format your results before printing just as you did before copying.

Quick Copying

When you **right-click** the mouse button on any text in the **Bibles** window, a submenu appears. **Copy**, **Copy Verses**, and **Paste into Study Notes** are available as quick copy options.

Copying/Printing Entire Bible Passages

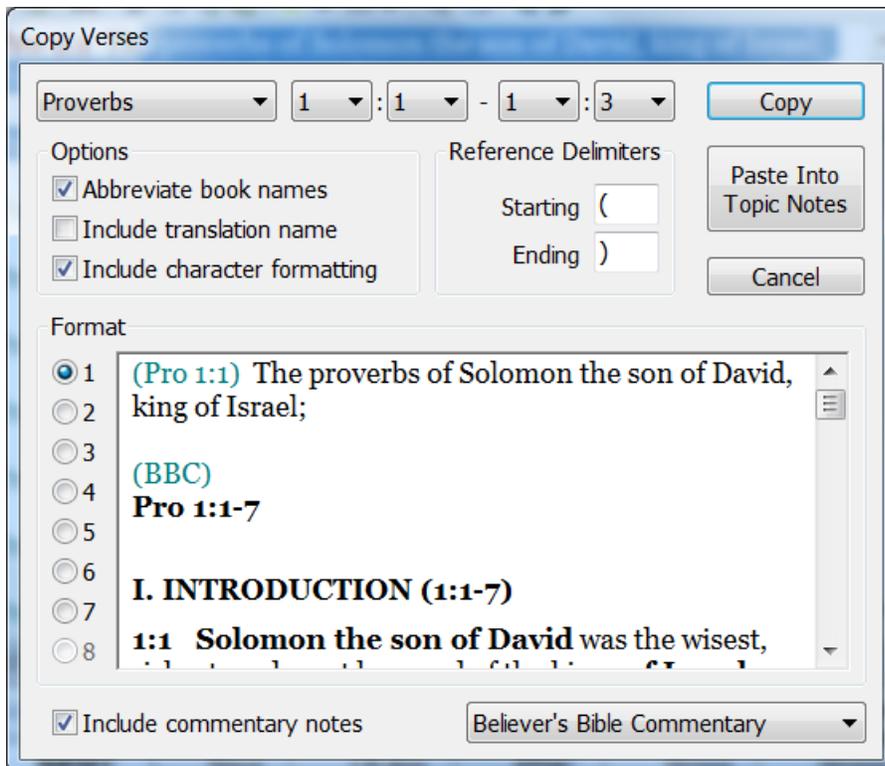
In addition to copying, pasting, and printing e-Sword **search results**, e-Sword lets you copy, paste, and print **entire Bible passages**.

1. Click **Bible** on the main menu and then select **Copy Verses**.

TIP: You may also click the **Copy Verses**  icon from the **Bibles** window toolbar.

2. Then select **Copy Verses** to copy/paste (or select **Print Verses** to print).

TIP: You may also use your mouse to select the verses you want to print before loading this window. Your selected verses will automatically appear in the window below.



e-Sword provides a variety of formatting options for your Bible passage:

Abbreviate Book Names - When selecting this option, the **book names** of the Bible are **abbreviated**. For example, Genesis is copied as “Gen.”

Include Translation Name - When selecting this option, the displayed text includes the name of the Bible translation.

Include Character Formatting - This option is selected by default. Notice how the Bible references appear in green. If you deselect the **Include Character Formatting** option, the character formatting such as bold, italics, etc. is not included.

Reference Delimiters - This option specifies how the references should be enclosed. The default is by using parenthesis. You may enclose the reference with quotation marks, or any other symbol by entering the character into the Reference Delimiters **Starting** and **Ending** fields.

Format - e-Sword lets you copy references in a variety of formats. For example, you may place the Bible reference at the beginning or ending of a verse. Click the numbers to the left of the **Copy Verses** window to see the different possibilities.

Include Commentary Notes - If you have one or more commentaries installed, you can also include one of the commentary notes in the copy process. Select the commentary clicking on the drop down box next to the **Include Commentary Notes** option.

Copying and Printing from Parallel Mode

If you want to print the parallel Bible chapter as shown in the **Bibles** window (after clicking the **Parallel** icon), select the **Print Preview** icon. The **Print Preview** window opens, and you can print the chapter.

If you want to copy and paste the parallel Bible chapter, click the **Select All**  icon in the **Bibles** window. This selects the entire chapter in all chosen Bible translations. Click the **Copy**  icon to copy the chapter. The formatted text will be copied to your windows clipboard.

You can paste the text into any word processor. If you decide to use the **Editors** window, instead of another word processor, the task is even easier. After you click the **Select All**  icon, click the **Paste Into**  icon. The entire parallel Bible chapter will be pasted into the **Editors** window at the location where you last placed the cursor.

Working with Strong's Hebrew and Greek Numbers

The study of **Hebrew** and **Greek** text, without first learning Hebrew or Greek, is one of e-Sword's most powerful features. This is accomplished through the **Strong's number system**. James Strong assigned every unique Hebrew and Greek word in the Bible a number. Thanks to Strong's numbers, we are able to easily search the Scriptures to locate Hebrew and Greek words.

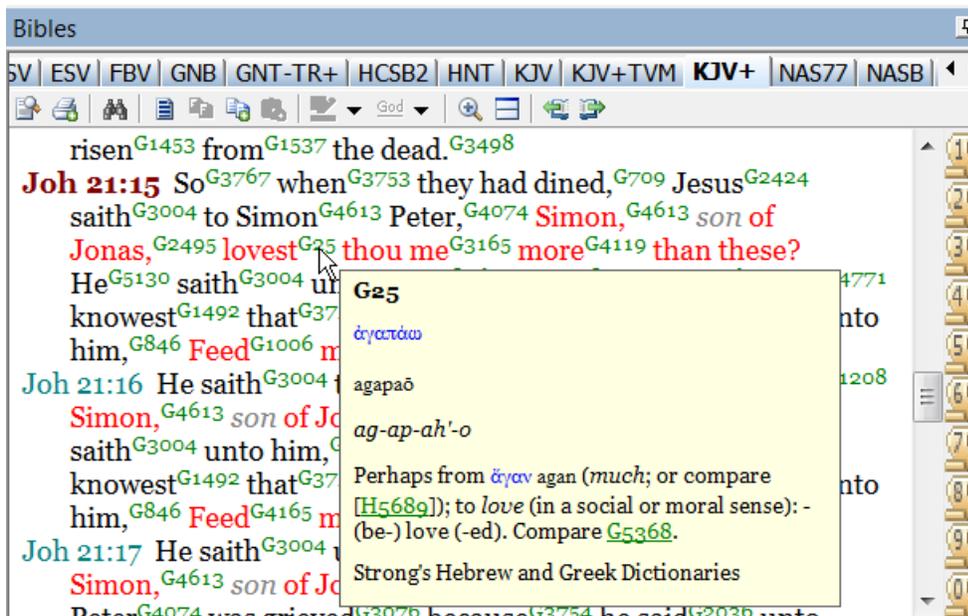
Strong's Number Basics

The Old Testament was written in Hebrew, and the New Testament was written in Greek. The Strong's numbering system formats the Old Testament in Hebrew with an “**H**” in front of the number and the New Testament Greek with a “**G**” in front of the number. For example, the reference, “H430,” refers to Old Testament. “G430” represents a word in the New Testament and has no correlation to the Hebrew “H430” word.

e-Sword Modules with Strong's Numbers

e-Sword Bible modules include a “+” sign when the Bible includes Strong's numbers, such as **KJV+**, which refers to the King James Version with Strong's numbers.

Let's view a practical example. When reading the passage starting in John 21:15 (in the **KJV+** version), notice the different Greek words that translate to a variation of our word "love". G25 correlates to "love" as does "G5368".



Viewing Strong's Number Definitions Without Leaving the Bible Window

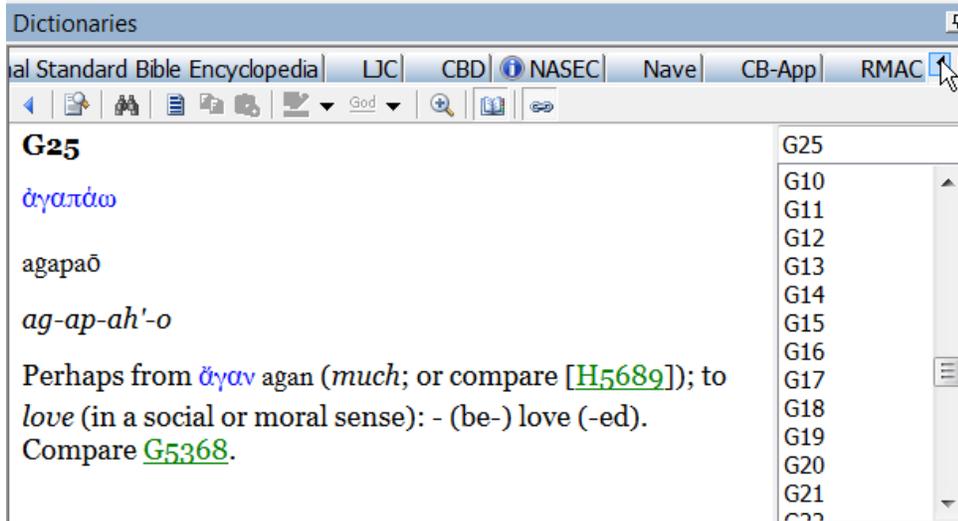
Strong's numbers can be viewed without leaving the Bible window.

Strong's definitions can be displayed as "ToolTips". Place the mouse pointer over a Strong's number and the definition will display in a **ToolTip popup**, as shown above.

Viewing Strong's Number Definitions in the Dictionary Window

To view the Strong's definition in the Dictionary window, click a word in the **Bibles** window and look for the blue (i) information icons to appear in the **Dictionaries** window (be sure the **link** icon  is selected).

e-Sword notifies you that other dictionaries also have a match for this term by displaying an information (i) icon next to the resource. Click that dictionary's resource tab to view the entry.

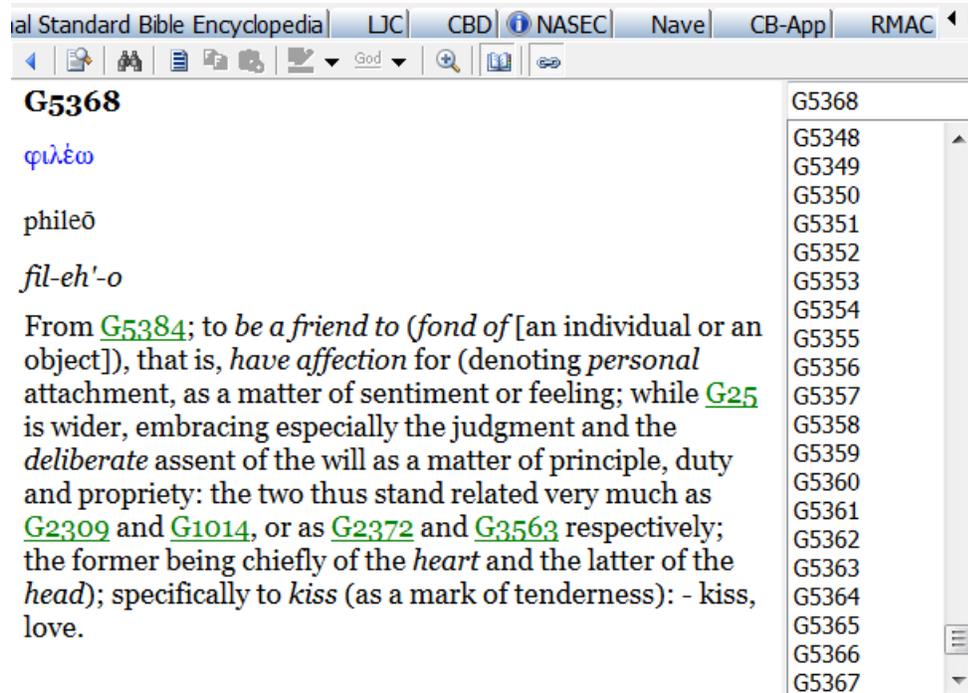


The screenshot shows the 'Dictionaries' window with several tabs: 'al Standard Bible Encyclopedia', 'LJC', 'CBD', 'i NASEC', 'Nave', 'CB-App', and 'RMAC'. The 'i NASEC' tab is active. The main content area displays the definition for G25:

G25
 ἀγαπάω
 agapaō
 ag-ah'-o
 Perhaps from ἀγαν *agan* (*much*; or compare [H5689]); to *love* (in a social or moral sense): - (be-) love (-ed).
 Compare [G5368](#).

On the right side, there is a scrollable list of Strong's numbers: G25, G10, G11, G12, G13, G14, G15, G16, G17, G18, G19, G20, G21, G22.

Normally, we would compare similar words in the verse by repeating the process. In this case, Strong's identifies the word "**G5368**" above so we can click the link (see above) to view that definition:



The screenshot shows the 'Dictionaries' window with the same tabs as the previous image. The 'i NASEC' tab is active. The main content area displays the definition for G5368:

G5368
 φιλέω
 phileō
 fil-eh'-o
 From [G5384](#); to be a friend to (*fond of* [an individual or an object]), that is, *have affection* for (denoting *personal* attachment, as a matter of sentiment or feeling; while [G25](#) is wider, embracing especially the judgment and the *deliberate* assent of the will as a matter of principle, duty and propriety: the two thus stand related very much as [G2309](#) and [G1014](#), or as [G2372](#) and [G3563](#) respectively; the former being chiefly of the *heart* and the latter of the *head*); specifically to *kiss* (as a mark of tenderness): - kiss, love.

On the right side, there is a scrollable list of Strong's numbers: G5368, G5348, G5349, G5350, G5351, G5352, G5353, G5354, G5355, G5356, G5357, G5358, G5359, G5360, G5361, G5362, G5363, G5364, G5365, G5366, G5367.

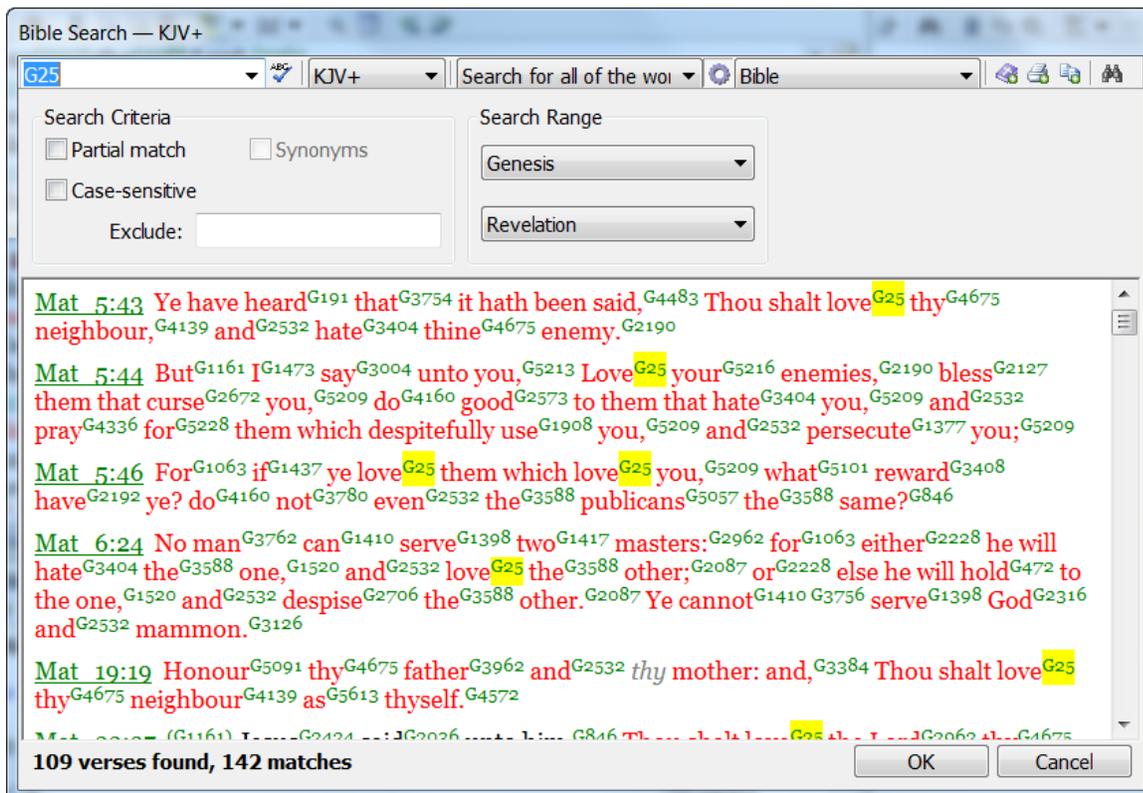
Searching by Strong's Numbers

This feature lets you see the many ways a Hebrew or Greek word was translated into English throughout the Bible. This is very helpful when conducting word studies.

Click **Bible** from the main menu and click **Search**. Choose the **KJV+** version.

If you click a Strong's number (while using KJV+), and then click the **Search**  icon, you can search any portion of the Bible for uses of that Hebrew or Greek word.

In our example below, we searched for “**G25**”:



TIP: Strong's numbers can be viewed without leaving the Bible window. Strong's definitions can be displayed as "ToolTips". Place the mouse pointer over a Strong's number and the definition will display in a **ToolTip popup**, as shown above.

G25

ἀγαπάω

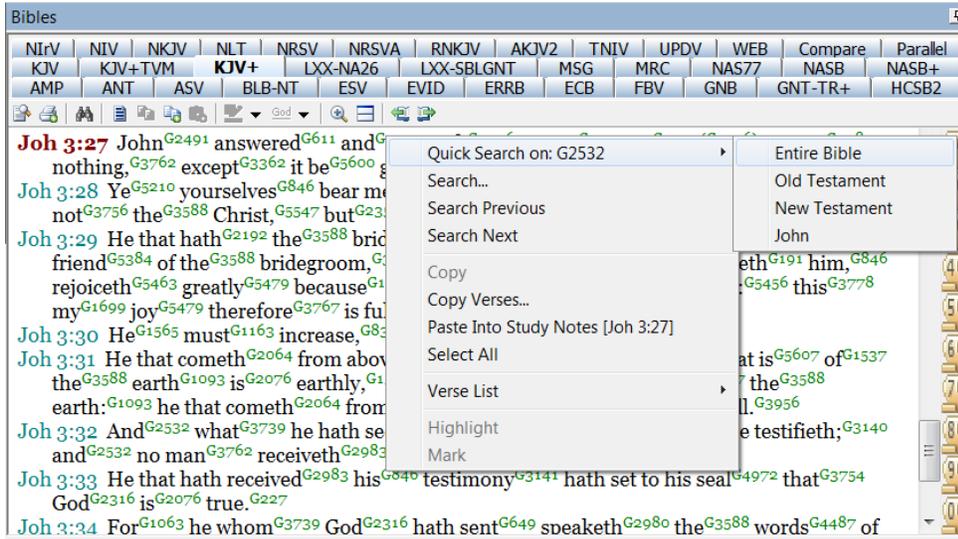
agapaō

ag-ap-ah'-o

Perhaps from ἀγαν (*agan* (*much*; or compare [H5689]); to *love* (in a social or moral sense): - (be-) love (-ed). Compare G5368.

Strong's Hebrew and Greek Dictionaries

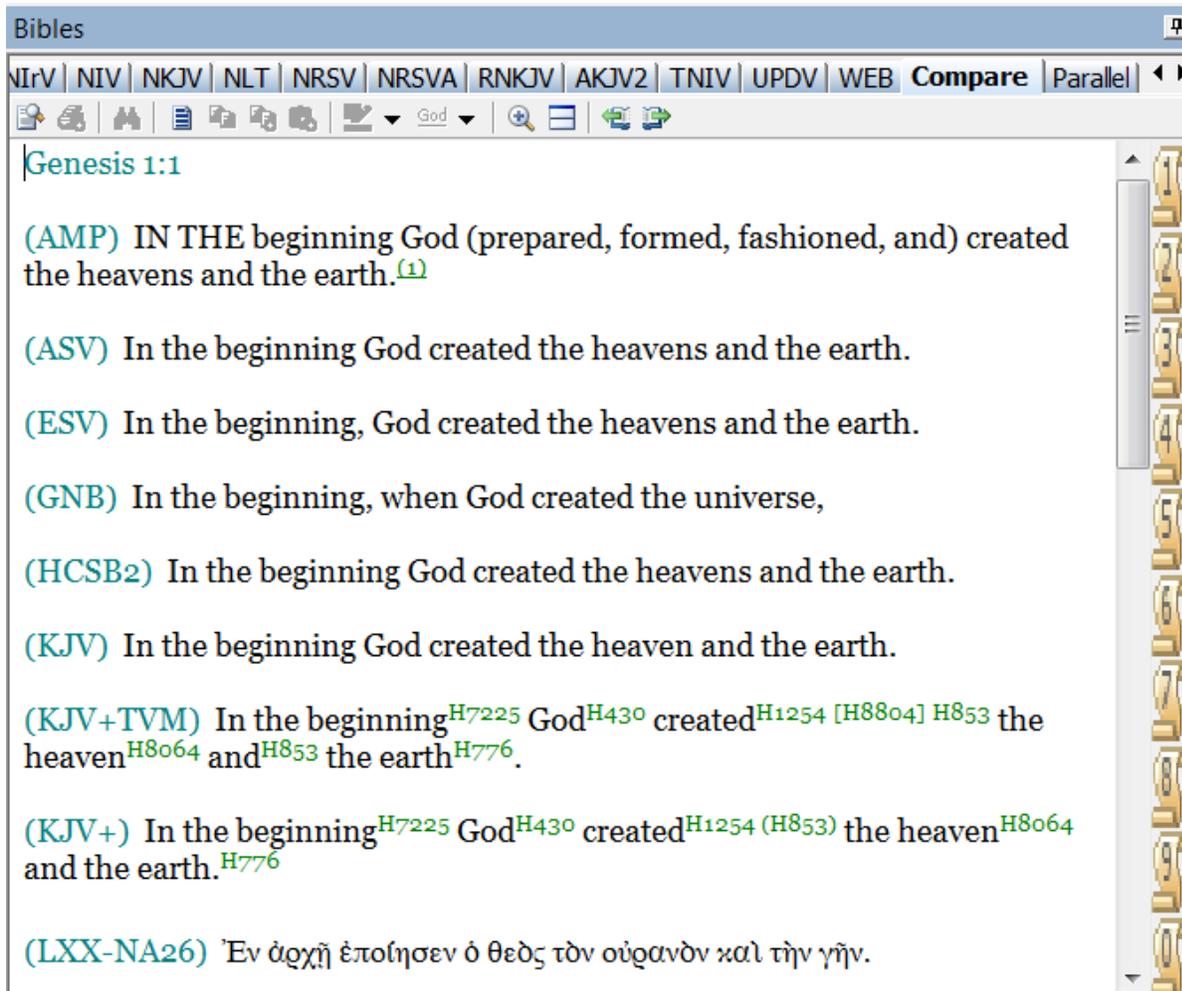
From the **Bible** window view, you may quickly search for a Strong's number by **right clicking** the **Strong's number** and selecting which portion of the Bible to search.



The Compare Tab

The **Compare** tab lets you easily compare different translations of the Bible.

1. First, click a verse in the active translation.
2. Notice the verse reference turns red.
3. Click the **Compare** tab. e-Sword will alphabetically list the verse you selected in every installed translation, one after the other.



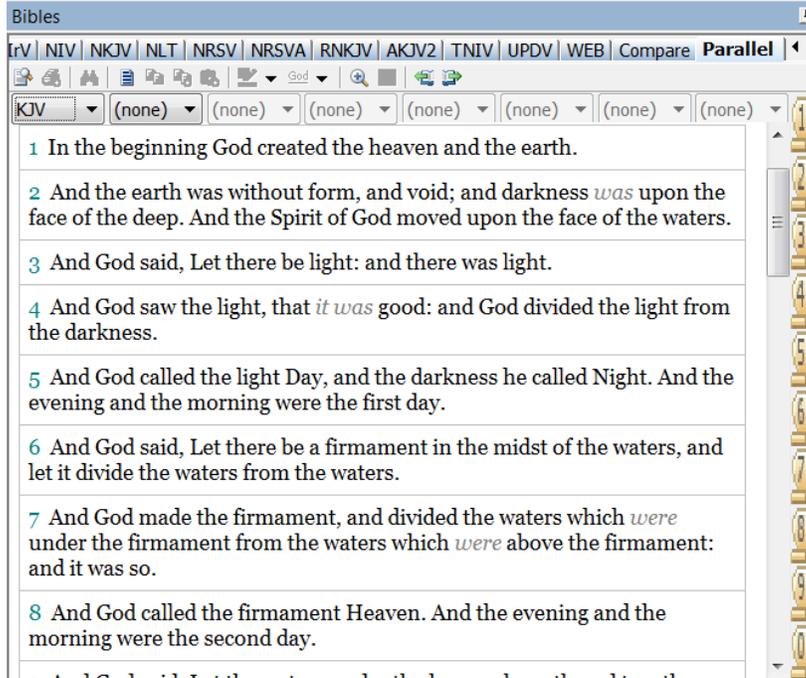
To **change** which **translations** e-Sword compares, click **Options** from the main Menu. Then click **Compare** and select or unselect Bibles to compare.

TIP: When using the Compare view, the **Chapter Back**  icon navigates backward one **verse** (*not* chapter). And the **Chapter Forward**  icon navigates forward one **verse** (*not* chapter).

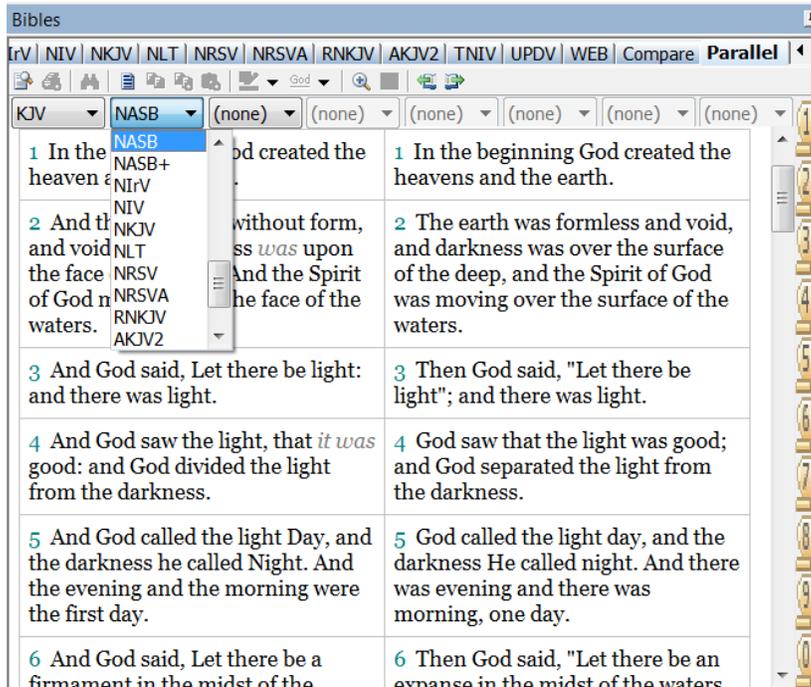
The Parallel Tab

e-Sword lets you view up to eight Bible translations simultaneously.

1. Click the **Parallel** tab. At first, only one translation appears:



2. Notice the pull down menus with Bible translations (screenshot below). The first box shows a Bible translation, such as the **KJV**. Click the second drop down box, and select another Bible translation. You may view up to eight translations together.



Split Bible View

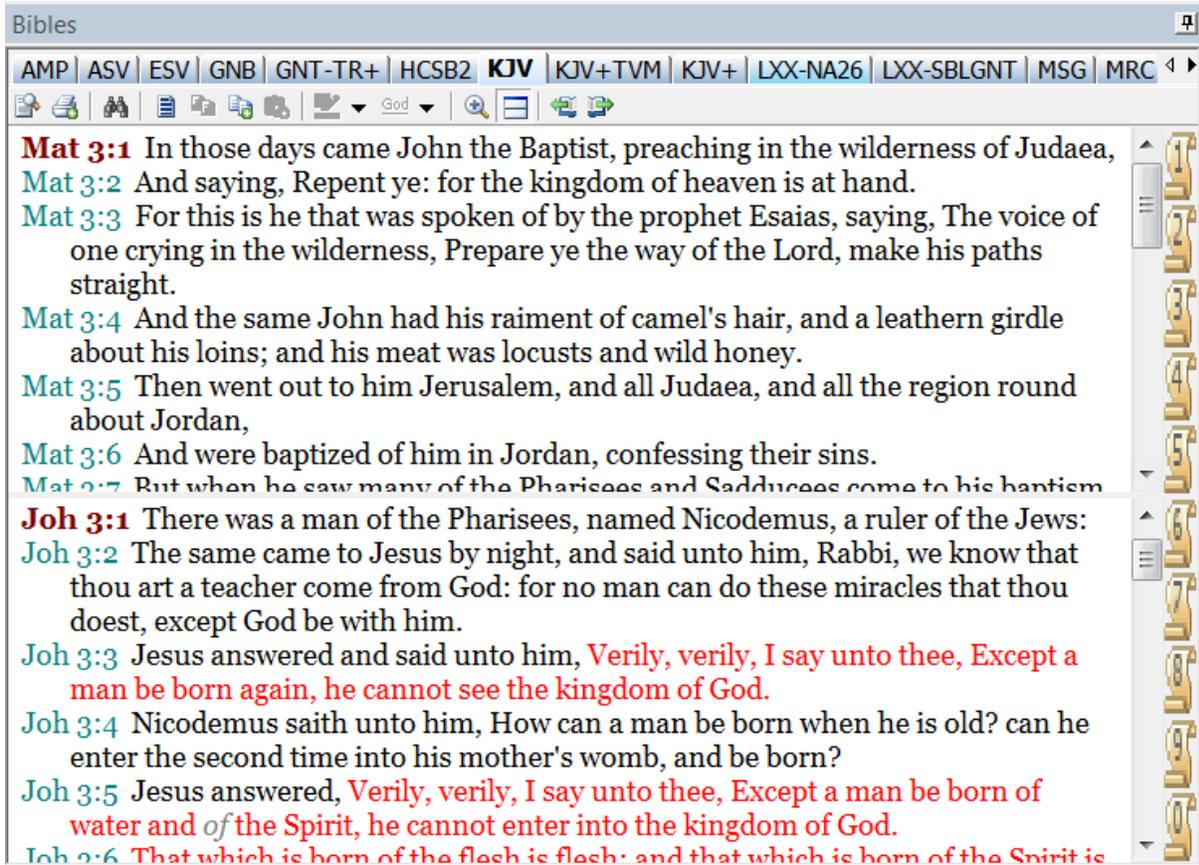
The **Split** icon  is on the **Bible** window toolbar. The **Split** feature lets you **display two different passages** of scripture **independently** of each other. The Bibles window **splits in two sections**, both showing a different passage. You can navigate to a different passage in one section of the screen, while the other section remains **anchored**.

This is very useful when you want to display a passage in one half of the screen for reference while you study a different passage in the other half. Another example is when the New Testament references the Old Testament. If you want to study the passages together you can use the **Split** Bible feature.

To split the **Bibles** window into two sections, click the **Split** icon . The currently active passage becomes "**anchored**" in the bottom pane of the view. You may then navigate to any other place in the Bible and the top pane will change accordingly.

When finished, click the **Split** icon to a "raised" position to return the Bible view to a unified view.

In the example below, we selected the King James Version and we split the **Bibles** window at John 3. We then selected the LITV Bible and Matthew 3. Notice how both sections can be scrolled independently. Even if we navigate to another part of the Bible, the bottom pane will remain anchored.



The screenshot shows the Bible software interface with a split view. The top pane displays the King James Version (KJV) of Matthew 3:1-6. The bottom pane displays the LITV Bible of John 3:1-6. The split icon is visible in the toolbar between the panes.

Mat 3:1 In those days came John the Baptist, preaching in the wilderness of Judaea,
Mat 3:2 And saying, Repent ye: for the kingdom of heaven is at hand.
Mat 3:3 For this is he that was spoken of by the prophet Esaias, saying, The voice of one crying in the wilderness, Prepare ye the way of the Lord, make his paths straight.
Mat 3:4 And the same John had his raiment of camel's hair, and a leathern girdle about his loins; and his meat was locusts and wild honey.
Mat 3:5 Then went out to him Jerusalem, and all Judaea, and all the region round about Jordan,
Mat 3:6 And were baptized of him in Jordan, confessing their sins.
Mat 3:7 But when he saw many of the Pharisees and Sadducees come to his baptem

Joh 3:1 There was a man of the Pharisees, named Nicodemus, a ruler of the Jews:
Joh 3:2 The same came to Jesus by night, and said unto him, Rabbi, we know that thou art a teacher come from God: for no man can do these miracles that thou doest, except God be with him.
Joh 3:3 Jesus answered and said unto him, **Verily, verily, I say unto thee, Except a man be born again, he cannot see the kingdom of God.**
Joh 3:4 Nicodemus saith unto him, How can a man be born when he is old? can he enter the second time into his mother's womb, and be born?
Joh 3:5 Jesus answered, **Verily, verily, I say unto thee, Except a man be born of water and of the Spirit, he cannot enter into the kingdom of God.**
Joh 3:6 **That which is born of the flesh is flesh: and that which is born of the Spirit is**

Analyzing Verses – Passage Theme and Word Distribution

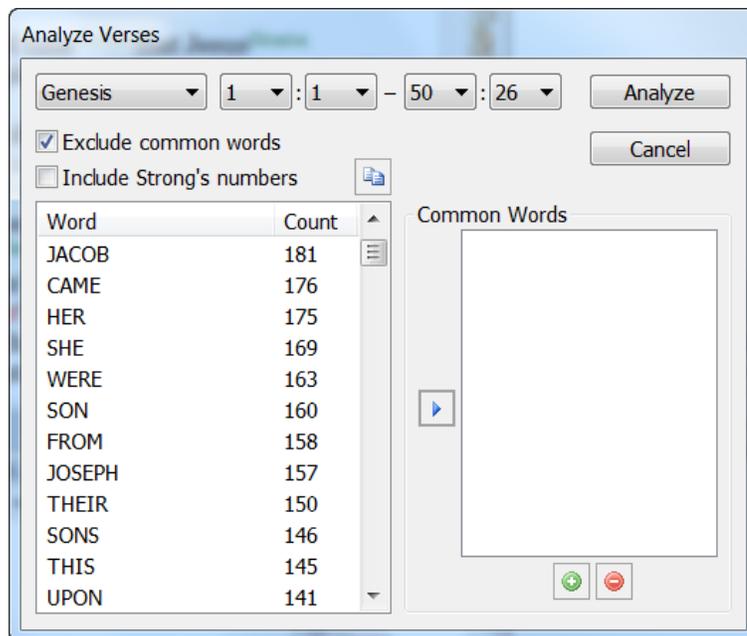
Have you wanted to understand the theme or emphasis of a passage at a high level? Or have you wondered how many times specific words are used in a verse, chapter, or book of the Bible?

The **Analyze Verses** feature lets you answer these questions.

1. In our example below, we searched the verse range Genesis 1:1 – 50:26 (first chapter of Genesis).

TIP: e-Sword will automatically use your current verse shown in the Bibles window. If you highlight multiple verses in the **Bibles window**, e-Sword uses the range of verses you selected without requiring you to enter the range manually!

2. To find out how many times "Word" is used in the first chapter of John, select **Bibles** from the main menu and choose **Analyze Verses**.
3. Select the book, chapter and verses to analyze and click the **Analyze** button. e-Sword will analyze the passage in the active translation. To select a different Bible translation, click a different Bible tab in the **Bibles** window.



4. From the partial list of results, we see a heavy concentration of "Jacob", "Joseph", and "son". By excluding additional words and shortening our passage, we can refine our results.

5. To *exclude* words from your search, click the **Add Word to List**  icon at the bottom of the **Common Words** location box. Be sure the **Exclude Common Words** checkbox is ticked before running your search.
6. You may also move words to the **Common Words** panel by selecting words from the list and then clicking the **blue directional arrow** . To remove a word from the **Common Words** list, press the **Delete Selected Word from List**  icon.

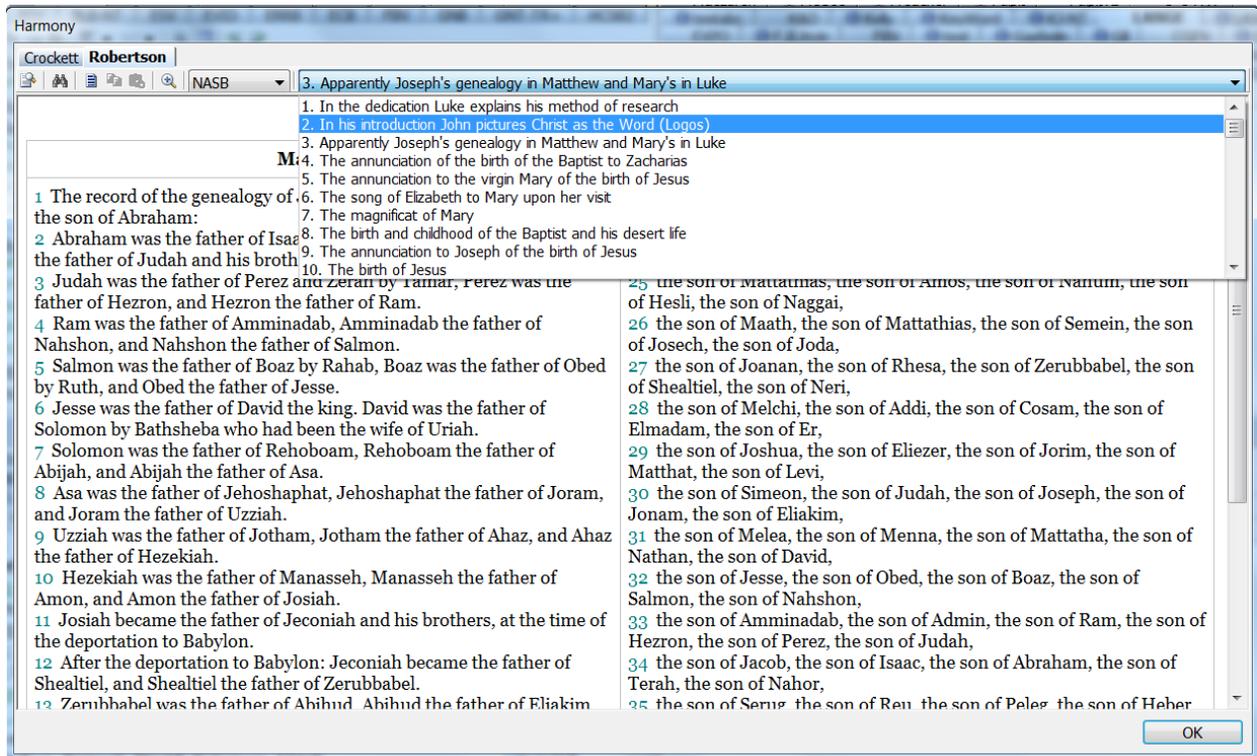
TIP: Words such as "the", "of", "and", "in" and "to" are numerous in the English language and you may want to exclude them from the list. "But" is also common, although "but" has important theological implications in the Epistles. Use caution when excluding "but". Personal pronouns such as "I", "you", "we" and "us" are also common, but they may be important to any passage in the Epistles because they show emphasis.

Using the Gospel Harmony

Traditionally, a Gospel harmony is an attempt to merge or harmonize the four canonical gospels (Matthew, Mark, Luke, and John) into a single account. e-Sword accomplishes this task by showing you the gospels together, as shown below.

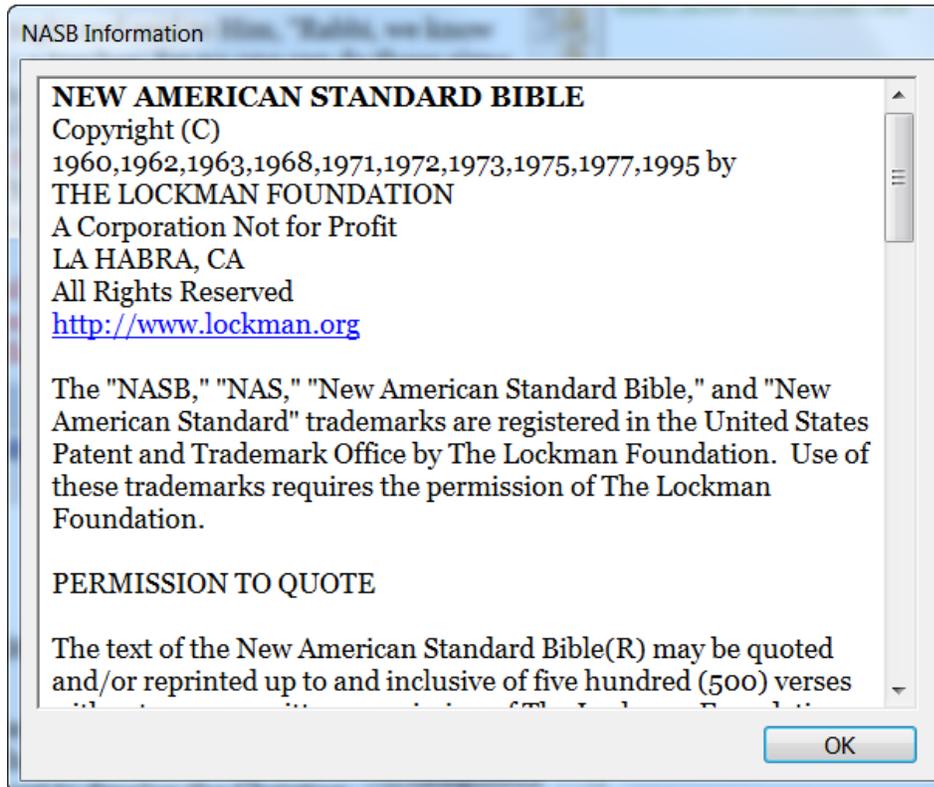
Click **Bible** from the menu and then click **Harmony** to display the **Harmony** window.

From this window, select which **Harmony** to display from the **Harmony tabs**. You can quickly view the content of a **Harmony module** by clicking the **Harmony** drop down menu (see below).



Displaying Information about a Bible Translation

To view information on an installed Bible translation, select the Bible translation tab in the Bibles window. Then select **Bible** from the main menu and then click **Information**. The Bible **Information** window appears. This information may be required when you quote the Bible translation.



Chapter 4: Highlighting, Marking, and Bookmarking Resources

e-Sword lets you mark, highlight and bookmark text in the Bibles window. You can also highlight text for most resource types including Commentaries, Dictionaries, Editor Notes (Journal, Study, Topical), and Reference Books.

Highlighting and marking features can be with Bibles, Commentaries, Dictionaries, Editor Notes (Journal, Study, Topic), and Reference Books.

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Highlighting Text

When we like a verse in our paper Bibles, we often highlight important text for later reference. Although the examples below use the Bible, you can highlight text for most resource types including **Bibles**, **Commentaries**, **Dictionaries**, **Editor Notes** (Journal, Study, Topical), and **Reference Books**.

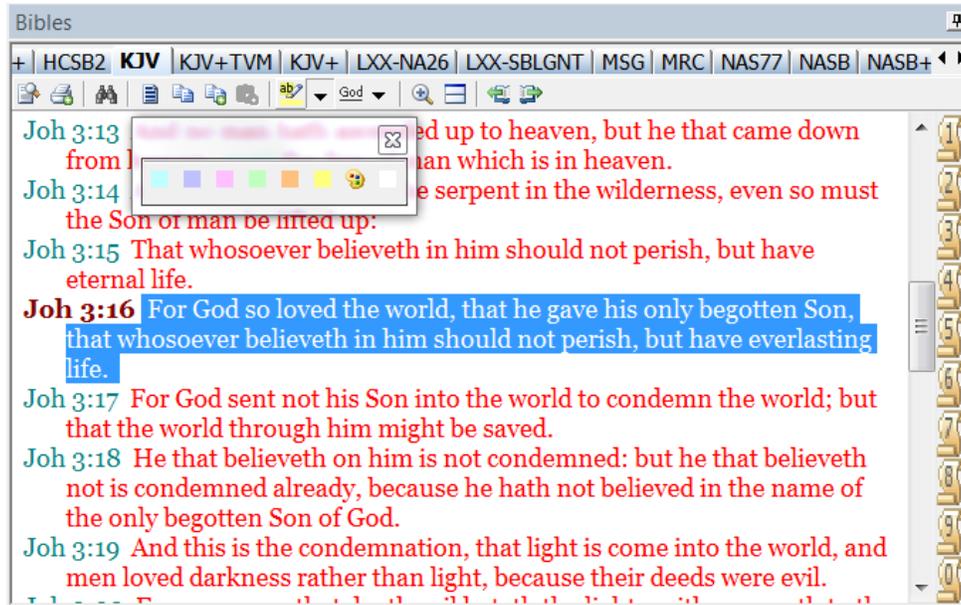
You may highlight text any where you see the **Highlight Reference**  icon.

To highlight text:

1. Click to the left of the first word you want to highlight.
2. While holding the **left mouse button** down, drag the mouse to the last word you want to select.
3. Release the **left mouse button**. The text should be selected (the background will be blue and the text white).

TIP: To quickly highlight text, right click your mouse and choose **Highlight** from the context menu or press the **Ctrl-H** key combination.

4. After selecting a word, phrase, or reference, the **Highlight Reference**  icon is activated. Click the **Highlight Reference** “down-arrow” icon, and then choose the highlighter color. Once chosen, the new color appears under the “ab” part of the icon for quicker use (see screenshot on the next page).



To **remove a highlight**, repeat the process above and apply the **white highlighter**.

TIP: Highlighting text in one Bible translation **does not** highlight the text in any other Bible translation!

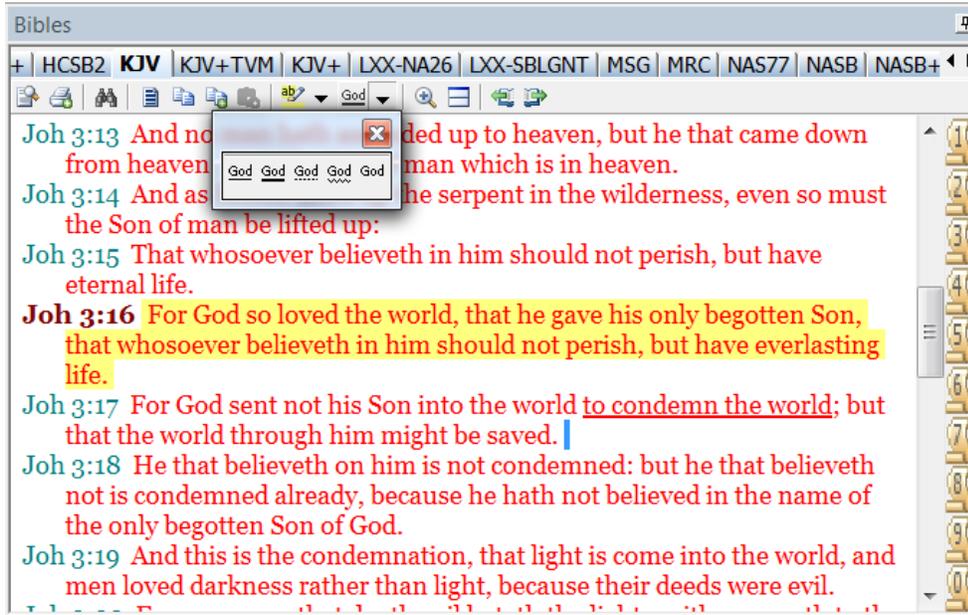
WARNING: If the tab name of a Bible changes, your highlights for that resource will disappear. You can recover your highlights by editing the “markup.ovlx” file, which is a SQLite database. For help with this process, please post on the message boards at BibleSupport.com.

REMEMBER: The above example uses a Bible. You may use this same process for Highlighting text in **Commentaries**, **Dictionaries**, **Editor Notes** (Journal, Study, Topical), and **Reference Books**. You can highlight text anywhere you see the **Highlight Reference**  icon.

Marking Text

Marking text is similar to highlighting text, except Marking underlines the text instead of highlighting. You can mark text in **Bibles**, **Commentaries**, and **Dictionaries** by clicking the **Mark Reference**  icon.

e-Sword lets you use the highlight and mark functions both separately and together:



1. Select the text and click the **Mark Reference**  icon to underline a reference in a variety of underline styles.
2. To **remove** the underlining, repeat the process and select the unmarked option instead.

TIP: You can also select text, right click your mouse, and choose **Mark** from the context menu.

TIP: The above example uses a **Bible**. You may use this same process for Marking text in a **Commentary** or **Dictionary**. Marking does not work in the Editors Window (Topic Notes, Journal Notes, and Study Notes) or the Reference Library.

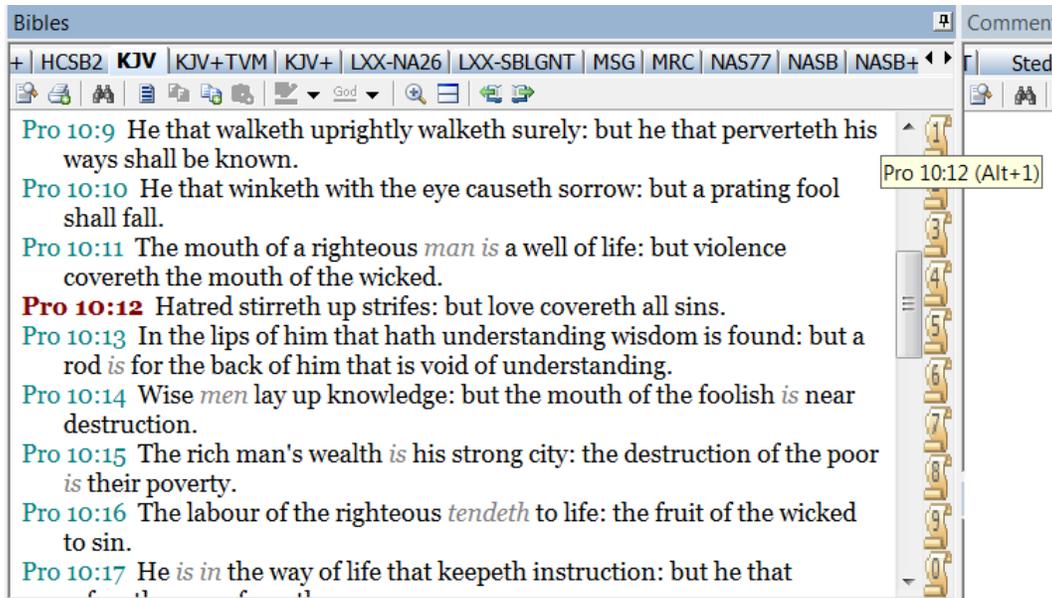
Working with Bookmarks

e-Sword lets you **bookmark verses** just as you would in your paper Bible. e-Sword supports ten bookmarks, and you can easily change them. The **Bookmarks** are the **numbered ribbons** in the screenshot below.

If you do not see the Bookmarks bar in e-Sword, activate the feature by clicking **Options** on the main menu and placing a checkmark next to **Display Bookmark Navigator**.

Setting Bookmarks

1. Place your cursor on the top bookmark ribbon (the numbered ribbons on the right side of the **Bibles** window).
2. If you haven't saved a bookmark, the screen tip will display the default John 3:16 reference. First, **select a verse** in the **Bibles** window by clicking on the verse reference. The reference will turn red (see Proverbs 10:12 below).
3. **Right click** a bookmark to override the current bookmark with your selected verse. The next time you place your pointer over the selected bookmark, it will display your saved verse reference instead of the default John 3:16 reference.



Accessing Bookmarks

To access our example verse, Proverbs 10:2, left click the bookmark where you saved the reference. You may also **quickly access** your bookmarks using the **hotkey shortcuts** shown on the next page.

Bookmark Hotkeys/Shortcuts

Bookmark **Hotkeys** are time-saving shortcuts to **quickly access your bookmarks**. Hotkeys require you to press both keys at the same time.

Hotkey	Bookmark
Alt-1	Bookmark 1
Alt-2	Bookmark 2
Alt-3	Bookmark 3
Alt-4	Bookmark 4
Alt-5	Bookmark 5
Alt-6	Bookmark 6
Alt-7	Bookmark 7
Alt-8	Bookmark 8
Alt-9	Bookmark 9
Alt-0	Bookmark 0

Bible Markup File

When you highlight or mark text in Bibles, Commentaries, Dictionaries, or the Reference Library, e-Sword stores these “marks” to the *current* markup file. You can create multiple markup files in e-Sword to track your marks separately.

IMPORTANT: e-Sword **tracks highlights** to **Journal**, **Study**, and **Topic Notes** inside the **module** itself. Creating a new markup file, or deleting your existing markup file, does *not* erase marks to these files.

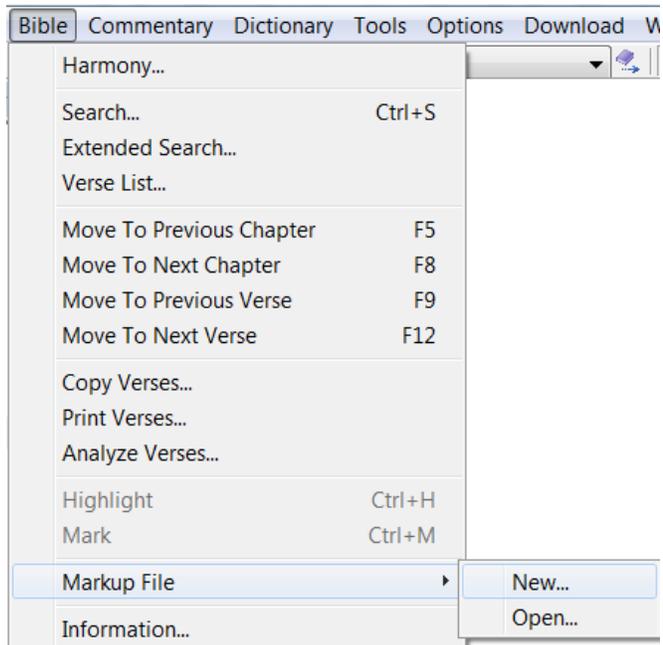
By default, **markup.ovlx** stores your markup information for the four resource types listed above. The default location for this file is your **e-Sword user folder**, usually “My Documents\e-sword”. (Click **Options** on the main menu, and select **Resources**. The **User Files Location** contains the path to your e-Sword user folder).

To **create** a new, blank markup (clean from highlights and underlining) without disturbing your existing markups:

1. Select **Bible** from the main menu and then select **Markup File**.
2. Click **New**.
3. Specify a **filename** and click **Save**. You may check the folder location to see where the markup file is stored.

To **open** a markup file:

1. Select **Bible** from the main menu and then select **Markup File**.
2. Click **Open** and select a markup file to open.



TIP: If you and your spouse both use e-Sword, you may want to track your markings separately. You can accomplish this by creating a new markup file.

TIP: When printing Bible passages in e-Sword, **all marks will be printed** (highlights can only be printed from a color printer). To print a clean copy, you will need to create a new markup file.

Chapter 5: The Verse List Feature – Saving Verses

The Verse List feature lets you save verses in topical lists. For example, you could compile a list of verses relating to the Trinity, Salvation, or any number of theological topics.

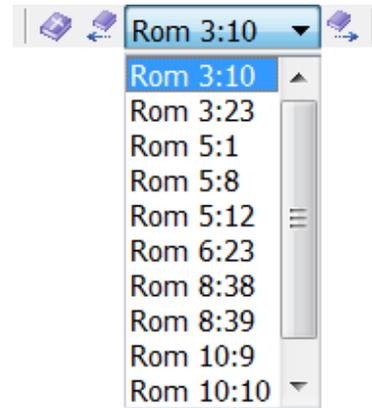
The Verse List feature also lets you save (some or all) verse references from a search you've performed. If you searched for all verses containing "Jesus" and "Peter", you could save those to a Verse List.

What's in this Chapter?

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Navigating Verse Lists

Each verse list you create should have a different name. That helps you recognize and give context to the verses in the list. To see the **name** of the **currently active list**, **hover** your **mouse** over the drop down menu on the main toolbar (see the “Rom 3:10” example).



The **Previous Verse**  icon and the **Next Verse**  icon shows the previous and next verses text in the **Bibles** window.

You can change the active verse list by clicking the **Select Verse List**  icon.

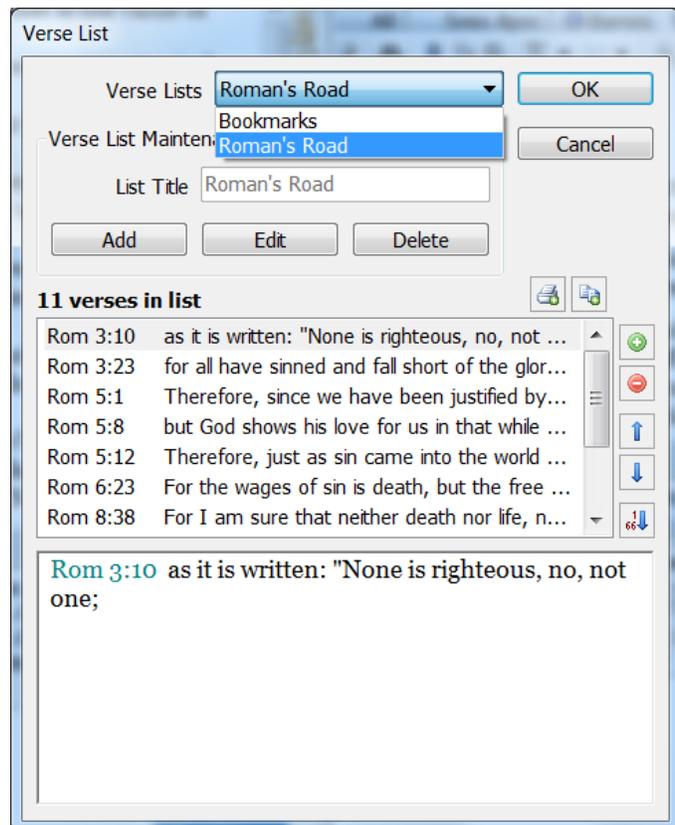
Changing Verse Lists

To change the active Verse List:

1. Click the **Select Verse List**  icon or click **Bible** from the main menu and choose **Verse List**.
2. **Select** a Verse List, such as “Roman’s Road” in our example.
3. **Click** the **OK** button to save your selection.

The new verse list will be visible in the screenshot in the “Navigating Verse Lists” section above.

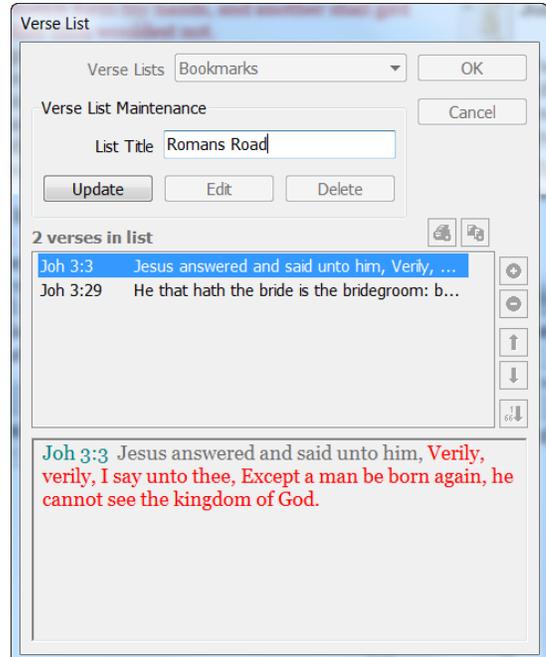
Similarly, when you add verses, the newly added verse will appear in this list. See the next page for more information.



Creating a Verse List and Adding Verses

You can **create** a Verse List from verses you enter, such as our Roman’s Road example below.

1. Click **Bible** from the main menu and then click **Verse List**.
2. Click the **Add** button. The screen turns gray, and the **Add** button becomes the **Update** button.
3. Enter the **title** of your Verse List, such as “Roman’s Road”.
4. Click the **Update** button.
5. To add verses to your new verse list, click the green “+” icon at the top of the **vertical icon bar**.
6. When prompted, enter one or more verses separated by a semicolon. For example: Mat. 10:42; 2 Sam 9:1, 7; Prov. 14:31; 19:17; Mark 9:41; John 19:26-27; 21:15-17.
7. You can add, delete, and re-order verses by clicking the appropriate icon on the **vertical icon bar** on the right side of the screen.



Adding a Verse from a Verse List

To **add** a verse to the selected Verse List, click the green "+" icon and enter one or more verses separated by a semicolon. For example: Mat. 10:42; 2 Sam 9:1, 7; Prov. 14:31; 19:17; Mark 9:41; John 19:26-27; 21:15-17.

Deleting a Verse from a Verse List

To **delete** a verse from the selected Verse List, click the red "-" icon and confirm the delete.

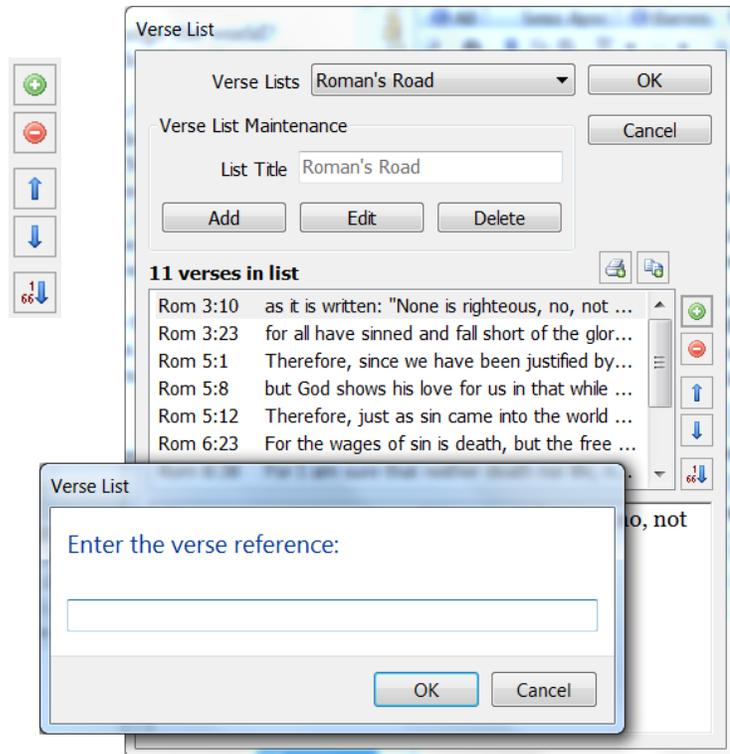
Sorting Verses in a Verse List

To **move a verse up or down** in the Verse List, select a verse. Use the blue "Up" and "Down" icons to move the verse.

To view your list in Canonical order, click the **Reorder all Verses by Canonical Order**



Warning: There is not an "undo" for the **Reorder all Verses by Canonical Order!**

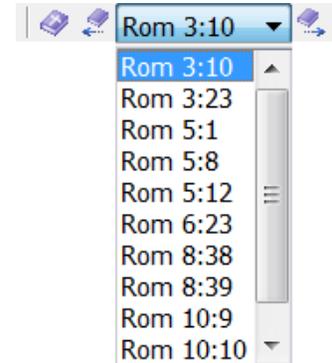


Viewing Verse Lists

You can view **Verse Lists** in two ways.

First, the **Toolbar method**:

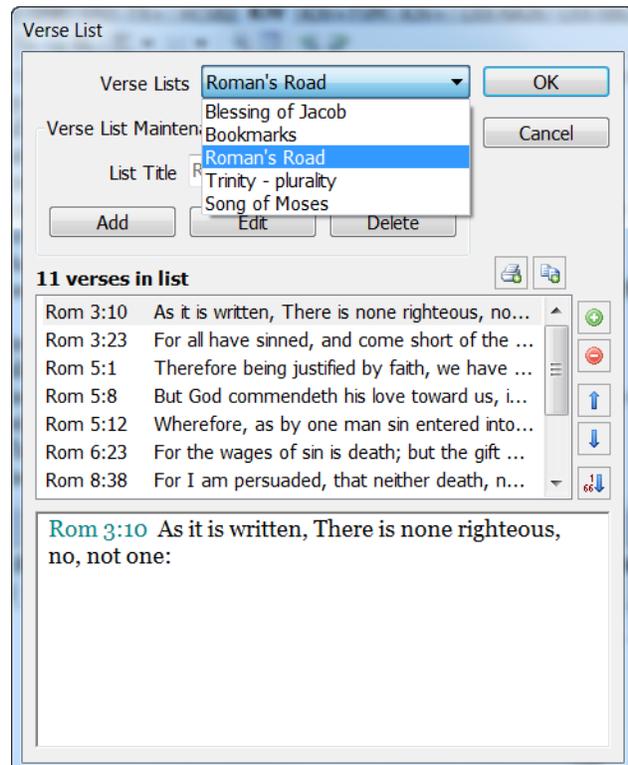
1. On the **main toolbar**, look for the **Verse List** icons.
2. Click the drop down menu with "Rom 3:10" in *our* example. *Your* list will have different verses.
3. Select any verse from your verse list. Scroll through verses by clicking the **Next Verse**  and **Previous Verse**  icons.



Next, the **Menu method**:

1. Click **Bible** from the main menu and then select **Verse List**. The **Verse List** window opens, showing your Verse Lists:
2. When you select a Verse List, your selected Verse List moves to the **Verse List** drop down menu on the main toolbar (see top of this page).
3. Click **OK** to show the Verse List you selected.

TIP: Note the **Copy/Paste Into**  icon and **Print**  icon in the **Verse List** window above. With these icons, you can **print** a Verse List and **paste** a Verse List into the Editors Window.

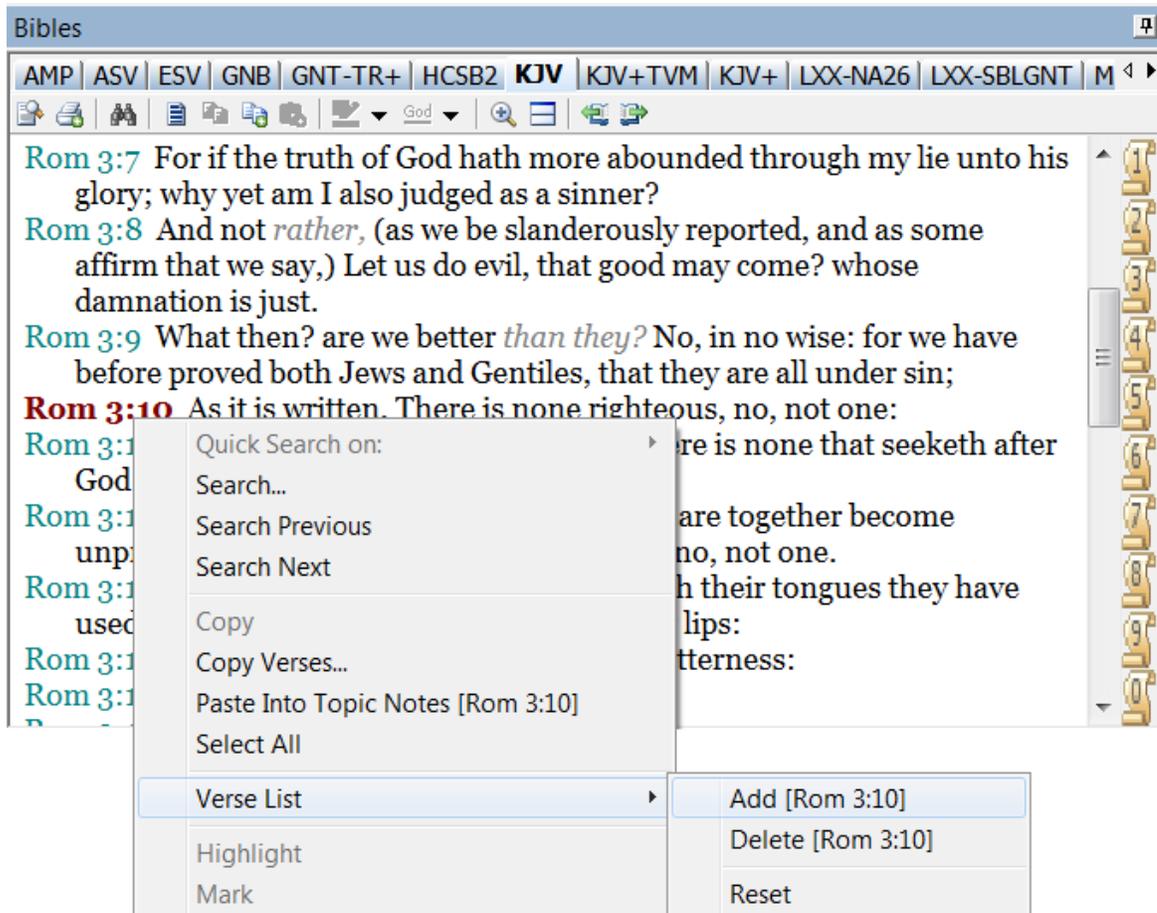
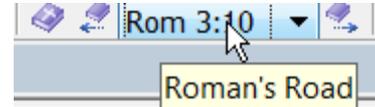


Quickly Adding a Verse to a Verse List

You can **quickly add** a **verse** to your Verse List without leaving the **Bibles** Window.

1. **Right click** any part of a verse from the **Bibles** window, and select **Verse List** from the context menu.
2. You may **add or delete** a verse from the **Verse List**.

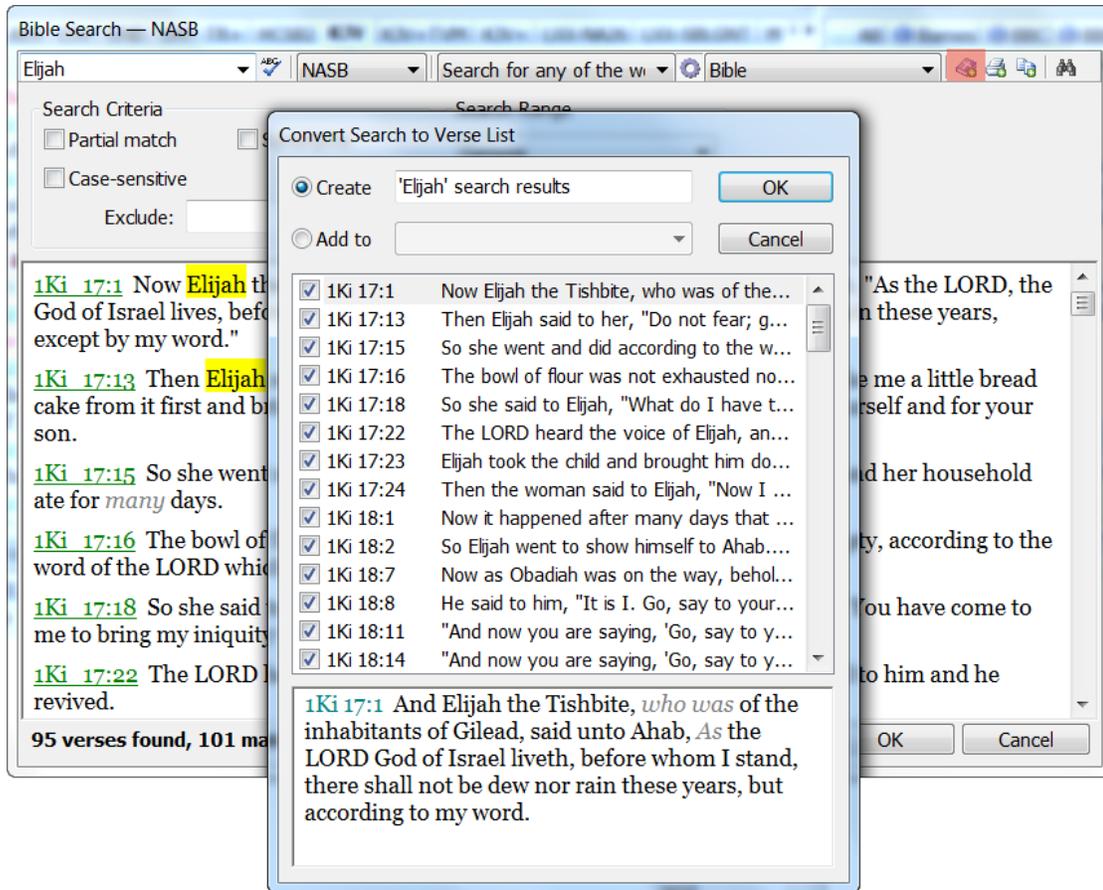
TIP: Hover your mouse over the Verse List drop down menu to see the **name** of the **Verse List**. This way, you can be certain you are adding a verse to the right verse list!



Creating a Verse List from a Search

When searching the Bible, you may want to save a **Bible** search result. See [Chapter 3](#) for information on searching the Bible.

1. Click **Bible** from the main menu and choose **Search**.
2. Perform a search. In the following example, we searched the KJV Bible for the word "Elijah".



3. Click the **Convert Search to Verse List** icon (highlighted in red above).
4. **Check or uncheck verse boxes** as necessary to select the verses you want to save.
5. Specify a **name** for the **list** in the **Create** field or select the **Add to** option to choose from an already saved list.
6. Click **OK** to save and close the **Convert Search to Verse List** window.

Updating a Verse List

Select the Verse List you want to update (see “Roman’s Road” in the above screenshot).

Adding a Verse from a Verse List

To **add** a verse to the selected Verse List, click the green “+” icon and enter the new verse.

Deleting a Verse from a Verse List

To **delete** a verse from the selected Verse List, click the red “-” icon and confirm the delete.

Sorting Verses in a Verse List

To **move a verse up or down** in the Verse List, select a verse. Use the blue “Up” and “Down” icons to move the verse

To view your list in Canonical order, click the **Reorder all Verses by Canonical Order**  icon.

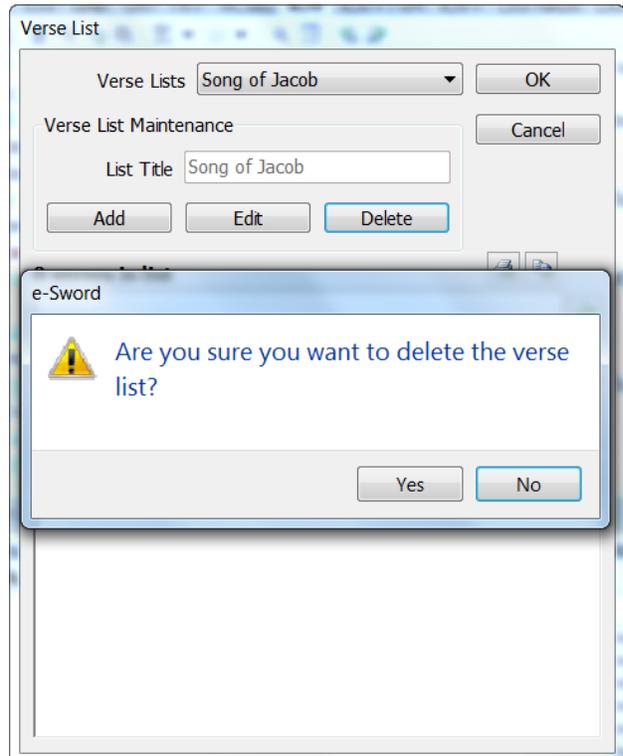
Warning: There is not an “undo” for the **Reorder all Verses by Canonical Order!**

Deleting Verse Lists

You can **delete** an entire Verse List. This **differs** from deleting verses *in* a Verse List—this feature deletes the whole Verse List.

1. Select the Verse List you want to delete from the Verse List window. Our example below uses “Song of Jacob”:
2. Click the **Delete** button and confirm the delete, as shown above.

Warning: There is **not** an “undo” for the delete Verse List command!



Chapter 6: Printing in e-Sword

You can print all content in e-Sword, including Bible chapters, Notes, Commentaries, Dictionaries, Prayer Requests, Reference Library Books, and even Devotions.

TIP: To print just a portion of a document, select the text to print *before* clicking the **Print Preview**  icon. After you click Print Preview, notice only your text selection will print rather than the full document.

What's in this Chapter?

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Printing Selected Verses and Chapters	90
Printing from the Editors Window	91
Printing from the Commentaries	91
Printing from the Dictionaries Window	91
Printing from the Reference Library Window	91
Printing Bible Reading	92
Printing Daily Devotions	92
Printing Prayer Lists	92
Printing with the STEP Reader	92

The Print Preview Window

The **Print Preview** icon  is the first icon in each window's toolbar. Click the **Print Preview** icon to open the **Print Preview** window.

When the **Print Preview** window opens, click the **Print**  icon to print the current document.

After the Print Previous screen opens, click the **Page Options**  icon to adjust your paper size, margins, and print source.

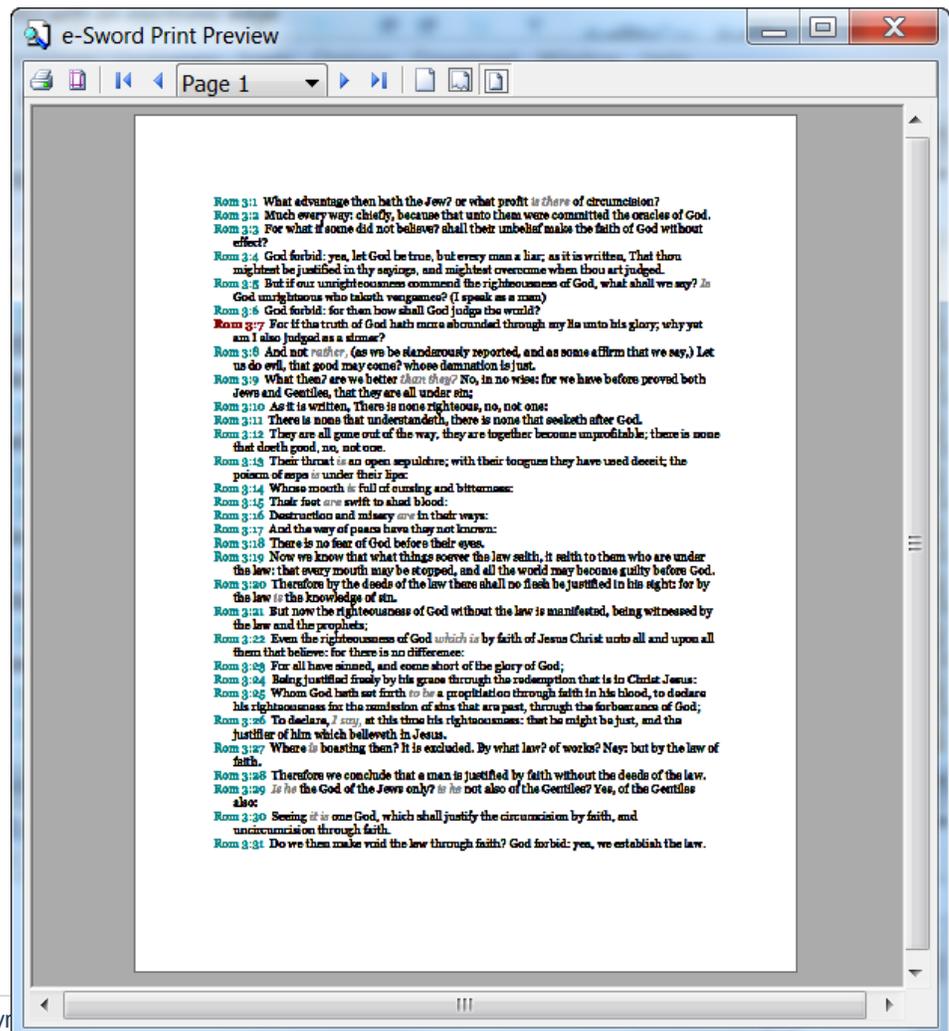
Use the navigational icons to view any page in your document. The last three buttons display the document at **100%**, **page width** and **whole page**, respectively.

Click the **Actual Size (100%)** icon to change the page on the screen to a 100% display.

Click the **Page Width** icon to fit the width of your screen.

Click the **Whole Page** icon to display the entire page on the screen.

To exit the **Print Preview** window, click the "X" in the top right corner.



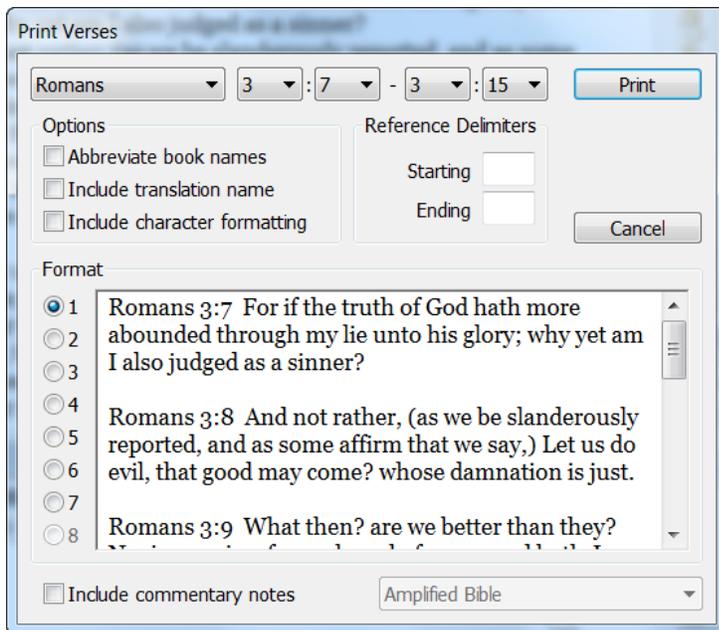
Printing Bible Chapters

To print an entire Bible chapter, find the Bible chapter text you want to print. Your chapter should be displayed in the **Bibles** window. Click the **Print Preview**  icon. The **Print Preview** window displays the chapter to be printed.

Printing Selected Verses and Chapters

Select the **Print Verses**  icon from the **Bibles** window (or click **Bible/Print Verses** from the main menu). The popup window allows you to select the book, chapters and verses for printing.

Notice the **Format** options, numbered 1 – 8, each showing a different style of verse formatting.



If you only need to print a few verses from the **Bibles** window, highlight the text with your mouse and click the **Print Preview**  icon.

Printing from the Editors Window

To print **Topic Notes** or **Journal Notes**, place your cursor in the document you want to print and press the **Print Preview**  icon in the **Editors** window. Then, press the **Print**  icon in the Print Preview window to print the selected document.

When printing **Study Notes**, you may want to print several study notes on the same page. In fact, you might need to print all study notes on a particular chapter, or book of the Bible.

Click the **Study Notes** tab in the **Editors** window. Then, click the **Print Preview** icon  and select your printing range.



Make your selection, and press **OK**. e-Sword will display the **Print Preview** window so you can view your document before printing.

Printing from the Commentaries

Click the **Print Preview**  icon from the **Commentaries** window to print the text in the window. Press the **Print**  icon to print, or close the **Print Preview** window to exit.

Printing from the Dictionaries Window

Click the **Print Preview**  icon from the **Dictionaries** window to print the text in the window. Press the **Print**  icon to print, or close the **Print Preview** window to exit.

Printing from the Reference Library Window

Select **Tools** from the main menu and then select **Reference Library**. Click the **Print Preview**  icon from the **Reference Library** window to print the text in the window. Press the **Print**  icon to print, or close the **Print Preview** window to exit.

Printing Bible Reading

Assuming you already saved a Bible reading plan, you can print any day's Scripture.

Select **Tools** from the main menu and then select **Bible Reading**. When the Bible Reading window appears, select the reading plan from the drop down menu at the bottom of the window.

Use the directional arrows in the **Bible Reading** toolbar to select text for printing. Click the **Print Preview**  icon to setup and print the document.

Printing Daily Devotions

To print any day's devotion, select **Tools** from the main menu and then select **Daily Devotions**. Select the desired day from the drop down menu at the bottom of the window. Once you select the correct day, click the **Print Preview**  icon to setup and print the document.

Printing Prayer Lists

If you saved prayer requests in e-Sword, you can view each day's requests. Click **Tools** from the main menu and then select **Prayer Requests**. Click the **Print Prayer Requests** icon to open the **Print Preview** window.

Printing with the STEP Reader

To print a document in the **STEP Reader**, select **Tools** from the main menu and select **STEP Reader**. Open the STEP file to print, and press the **Print Preview**  icon on the **STEP Reader** toolbar. Click the **Print**  icon to setup and print the document.

Chapter 7: The Commentaries Window

Commentaries show an author's **book**, **chapter**, or **verse-by-verse comments** on the Bible. Commentaries are immensely popular because they show you someone else's **interpretation** of the Bible. The dictionaries window integrates with commentaries, so word and Strong's definitions are just a click away.

What's in this Chapter?

Using Commentaries	94
When to Synchronize/Unsyncronize a Commentary	95
Selecting Between Verse, Book, and Chapter Comments	96
Viewing "Next Comment" and "Previous Comment"	96
Viewing Commentary Information	97
Viewing All Commentary Entries – Birds Eye View	98
Searching a Commentary	99
Searching More Than One Commentary Simultaneously.....	100

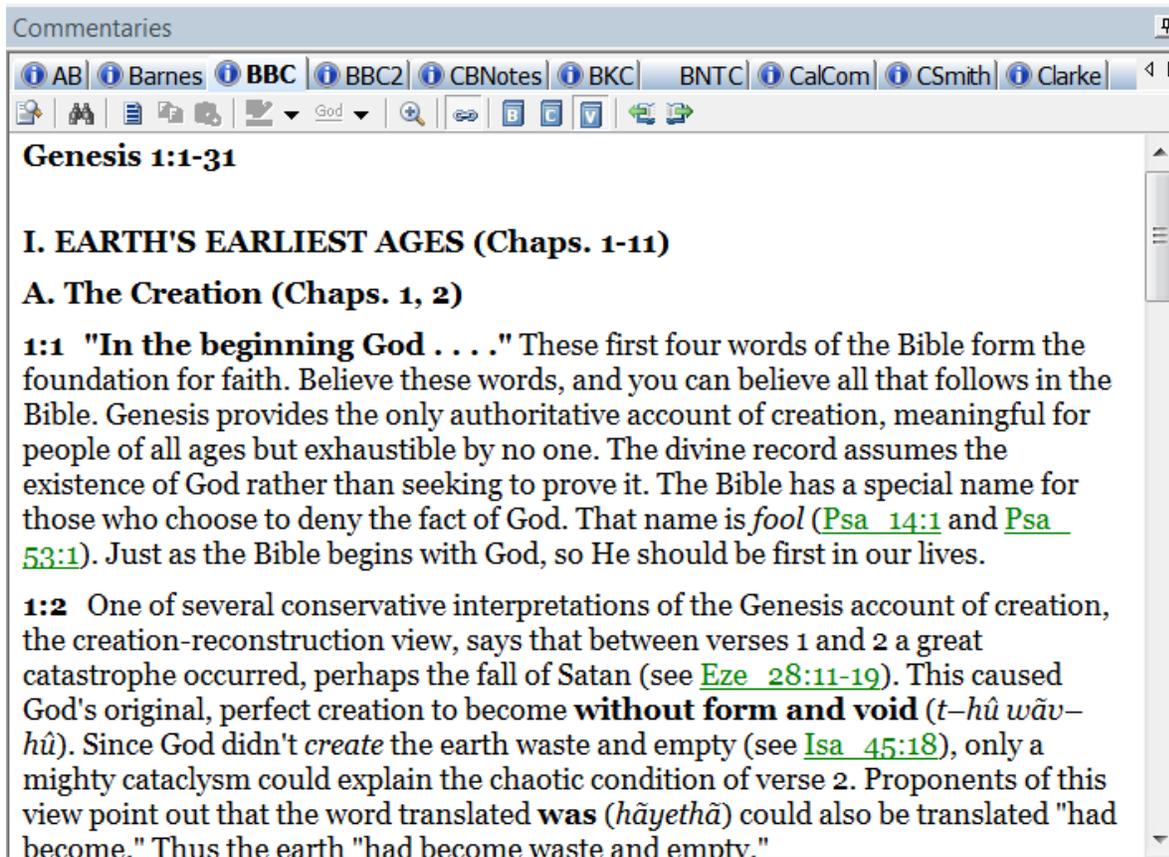
Using Commentaries

This chapter explains the **Commentaries** window features. The **Commentaries Window** shows the installed commentaries in commentary resource tabs.

When you select a Bible verse in the **Bibles** window, the **Commentaries** window displays the comments for that verse. By default, the **Synchronize** icon  is selected, which automatically updates the commentary text for any verse you choose.

TIP: If your Commentary window stops displaying new information when you change Bible verses, make sure the **Link** icon  is “pressed”. Also note that some commentaries may not have a comment for every verse or passage.

More than one commentary may have a comment for a verse. In the screen below, the blue (i) **Information** icon shows comments for all commentaries (except for BNTC) for **Genesis 1:1**:



Genesis 1:1-31

I. EARTH'S EARLIEST AGES (Chaps. 1-11)

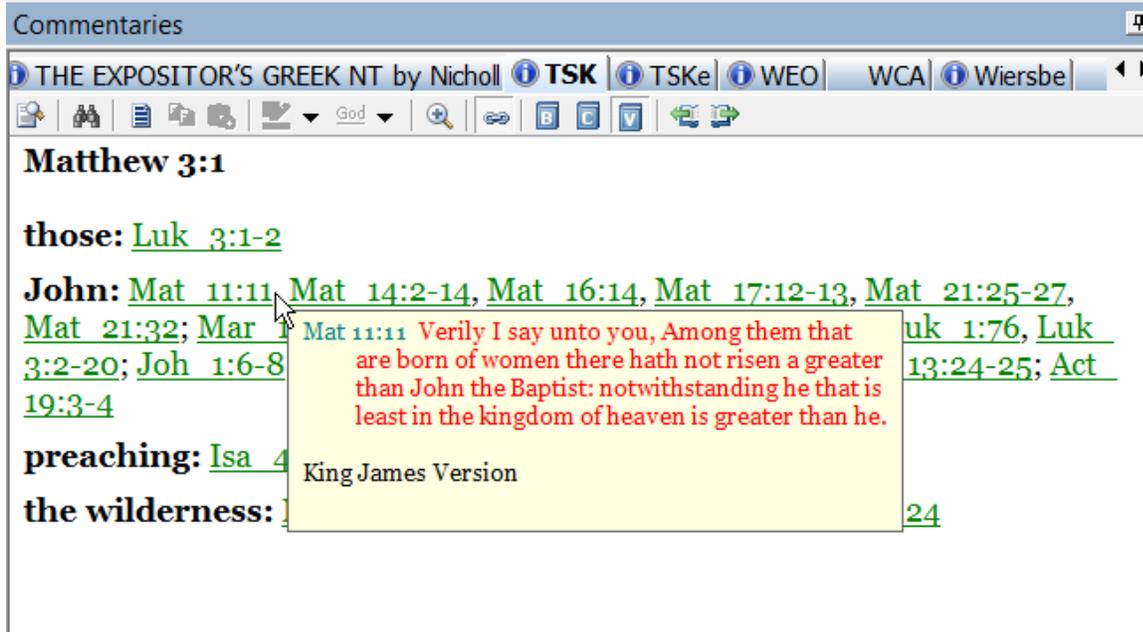
A. The Creation (Chaps. 1, 2)

1:1 "In the beginning God . . ." These first four words of the Bible form the foundation for faith. Believe these words, and you can believe all that follows in the Bible. Genesis provides the only authoritative account of creation, meaningful for people of all ages but exhaustible by no one. The divine record assumes the existence of God rather than seeking to prove it. The Bible has a special name for those who choose to deny the fact of God. That name is *fool* ([Psa 14:1](#) and [Psa 53:1](#)). Just as the Bible begins with God, so He should be first in our lives.

1:2 One of several conservative interpretations of the Genesis account of creation, the creation-reconstruction view, says that between verses 1 and 2 a great catastrophe occurred, perhaps the fall of Satan (see [Eze 28:11-19](#)). This caused God's original, perfect creation to become **without form and void** (*t-hû wāv-hû*). Since God didn't *create* the earth waste and empty (see [Isa 45:18](#)), only a mighty cataclysm could explain the chaotic condition of verse 2. Proponents of this view point out that the word translated **was** (*hāyethā*) could also be translated "had become." Thus the earth "had become waste and empty."

When to Synchronize/Unsynchronize a Commentary

Commentaries frequently reference a passage of scripture while explaining a Bible interpretation. Some commentaries show cross references, such as the TSK commentary below.



You may want to quickly **read a verse without leaving** your current **reading position** in the commentary window. You may **hover the mouse pointer** over a **scripture reference** to see a ToolTip **popup** of that verse.

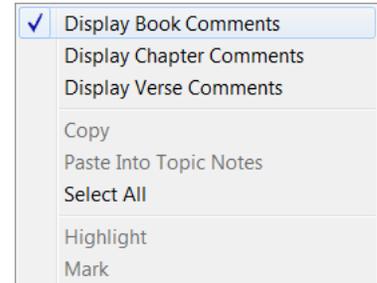
To see the verse in context using the **Bibles** window, **without losing** your current **reading position** in the **commentary**, disable Synchronization. Click the **Synchronize**  icon so the icon is "raised". This configuration allows you to view other Bible verses without changing your reading position in the commentary window.

Selecting Between Verse, Book, and Chapter Comments

Commentaries may have three types of comments: **Verse**, **Book**, and **Chapter**. By default, e-Sword shows verse comments because they are the most common.

To view Book, Chapter, or Verse comments for the current passage of scripture, click the **Book**  icon, **Chapter**  icon, or **Verse**  icon in the **Commentaries** toolbar. Some commentaries may not have **Bible** or **Chapter** comments. Also, some commentaries may not have a comment on every verse.

TIP: If a commentary does not have Chapter comments for the current Bible chapter, the Commentaries window will show all of the verse comments for that chapter instead.



You may also **right click** in the **Commentaries window** to quickly access the **Verse**, **Chapter**, and **Book** view options.

Viewing “Next Comment” and “Previous Comment”

Thoughts expressed in verses don’t always end when the verse ends. Sometimes a thought is continued to the next verse. Similarly, a commentary may continue its thought on the current verse into the comment for the next verse.

To quickly view the next or previous comment in a commentary, use the **Next Comment** and **Previous Comment** icons in **Commentaries Window** (highlighted in red below):

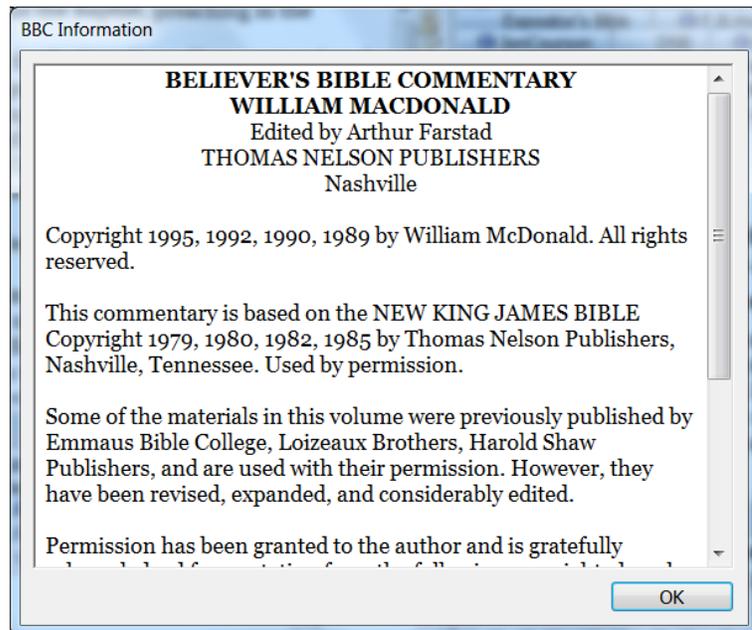


TIP: If a commentary does not have Chapter comments for the current Bible chapter, the Commentaries window will show all of the verse comments for that chapter instead.

Press the **Chapter**  icon for this view.

Viewing Commentary Information

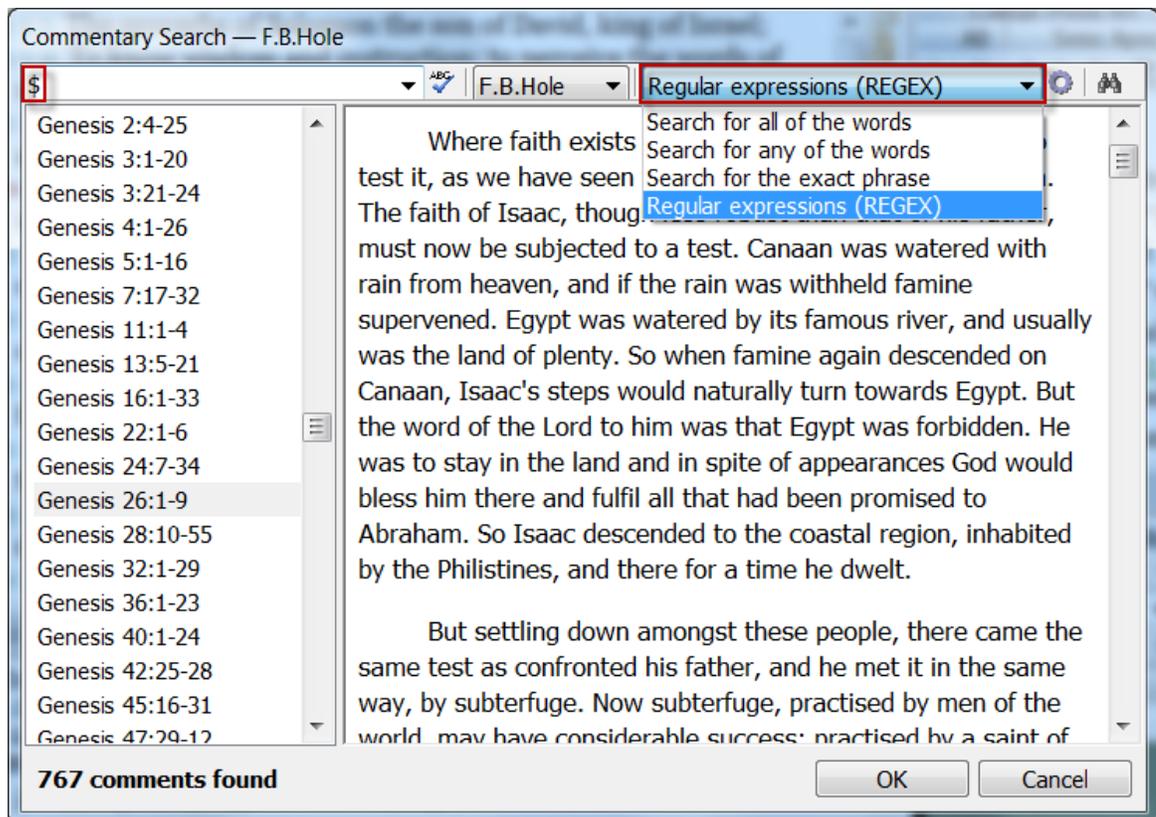
Hover your mouse pointer over any **commentary tab** to view each commentary's full name. After selecting a commentary, you may find additional information by clicking **Commentary** from the main menu and then choosing **Information**. An information window will display with more information on the commentary.



Viewing All Commentary Entries – Birds Eye View

To **view all** books, chapters, and verse comments in a commentary:

1. Click the **Search Commentary**  icon on the Commentaries toolbar.
2. Enter the dollar sign character “\$”, as shown below.
3. Select “**Regular expressions (REGEX)**”, as shown below.
4. Click the **Search**  icon.
5. The **Commentary Search** window shows which verses contain commentary information.



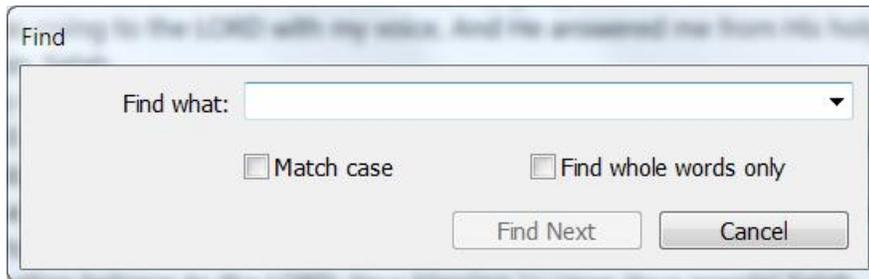
6. Click any verse in the left summary pane, and then click the **OK button** to accept the search result. The **Bibles** and **Commentaries** windows **change to that passage**.
7. You may press the **Cancel button** to leave the screen without changing the Bibles or Commentaries windows.

WARNING: This is intended for smaller commentaries when you're not sure which verses have comments. Performing this search on a large commentary may take time to complete because the search will load every verse into the summary pane above.

Searching the Active Commentaries Window

You can search the active Commentary window, including **all text in the Commentary window**.

1. To search the active Commentaries window, click the **Find on Page**  icon in the **Commentaries** window.
2. Enter the search term(s) to find.



3. Click **Find Next** to find each occurrence in the text.
4. **Match case** makes the search case sensitive.
5. **Find whole words only** prevents e-Sword from matching partial words. For example, ticking this box prevents e-Sword from finding "mankind" when searching for "man".

Searching a Commentary

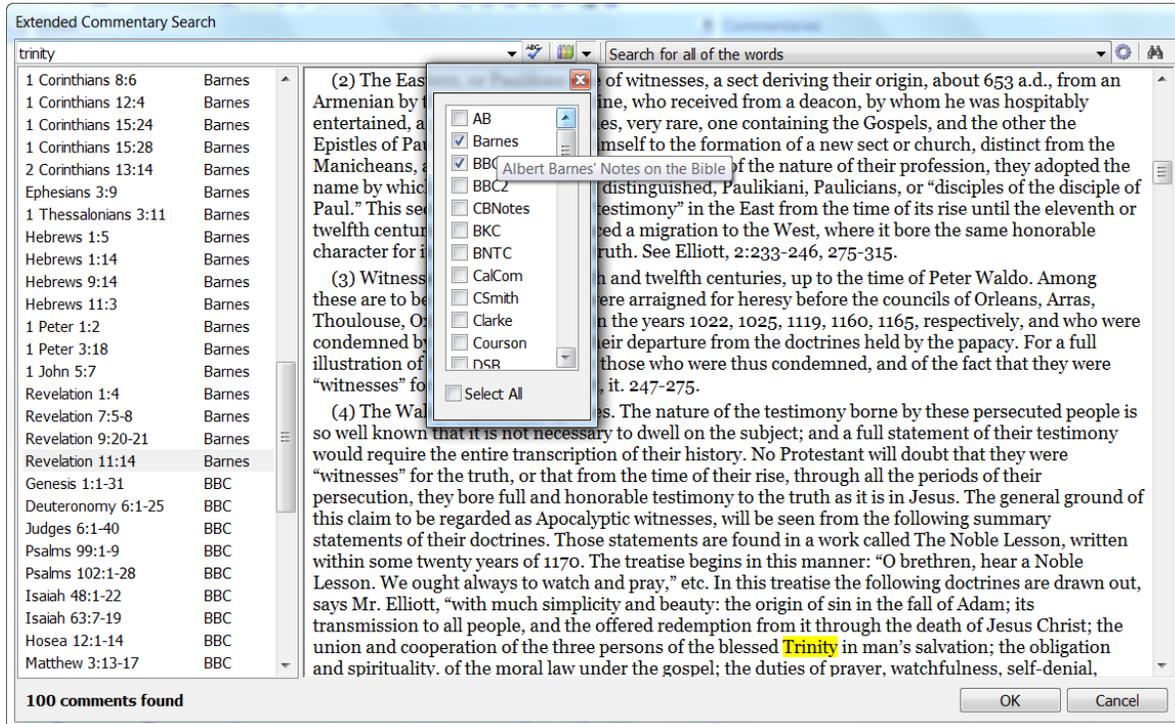
Searching a commentary is nearly the same as searching **Bibles** and the **Reference Library**. Click the **Search Commentaries** icon  or click **Commentaries** from the main menu and choose **Search**.

When the **Search** window opens, type the word you want to search and select your search criteria. Click the **Search** icon to search the active commentary.

For more information on using the dictionary search features, see the search instructions in [Chapter 3](#) and [Chapter 13](#). Also, see [Chapter 22](#) for an explanation of Regular Expression Searching.

Searching More Than One Commentary Simultaneously

To search multiple commentaries simultaneously, select **Commentaries** from the main menu and choose **Extended Search**. When the **Extended Search** window opens, select which commentaries to search.



For more information on using the commentary search features, see the **extended search** instructions in [Chapter 3](#) and [Chapter 13](#). Also, see [Chapter 22](#) for an explanation of Regular Expression Searching.

Chapter 8: Introduction to the Editors

The **Editors Window** is for your *personal* note taking. e-Sword offers three types of editors, including **Journal Notes**, **Study Notes**, and **Topical Notes**. Journal Notes store your **date-based comments**. Study Notes store your **verse-based** comments. And Topic Notes store your **topical comments**. The next three chapters explain each of the Editors in detail.

TIP: In previous versions of e-Sword, the **Topic Notes Editor** window displayed third party **Topic Notes** (Topic Notes you downloaded). Now, this material is viewed through the **Reference Library** instead of the Topic Notes Editor.

This chapter focuses on the **Editors' shared functionality** and **word processing** features.

What's in this Chapter?

New Editor Features in e-Sword 10	102
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Understanding Where the Editors Read Notes Files.....	120
How to Backup Your Notes - Advanced	120
Storing/Sharing Your Notes on DropBox.com.....	120

New Editor Features in e-Sword 10

e-Sword 10's editor seems less like an editor and more like a word processor. The new editor is more robust and supports an array of new features. Now your **Journal**, **Study**, and **Topic Notes** will benefit from:

- Hyperlinks
- Bookmarks
- Images/Pictures
- Tables
- Borders
- Columns
- Headers/Footers
- Page Layout View

The next few pages explain how to use the Editor's word processing features. Later in this chapter, advanced users will benefit from instructions on backing up the Editor's notes files.

Editor Hotkeys

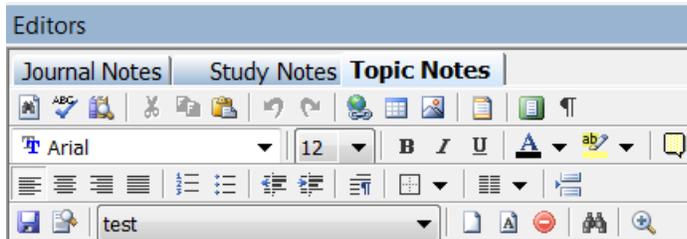
The Editor supports convenient hotkey **shortcuts**. When more than one key is shown, press both keys simultaneously.

Hotkey	Description
F4	Copy ToolTip
F7	Spell Check
F11	Toggle Paste As Formatted
CTRL-A	Select All
CTRL-B	Bold
CTRL-C	Copy
CTRL-D	Font
CTRL-E	Center
CTRL-F	Find
CTRL-G	Go to Bookmark

Hotkey	Description
CTRL-I	Italic
CTRL-J	Format Scripture ToolTip
CTRL-R	Replace
CTRL-U	Underline
CTRL-V	Paste
CTRL-X	Cut
CTRL-Y	Redo
CTRL-Z	Undo
CTRL-ENTER	Insert Page Break
CTRL-(Backspace)	Delete Previous Word
SHIFT-F7	Thesaurus
SHIFT-ENTER	Insert Line Feed
CTRL-SHIFT-J	Insert verse text
CTRL-SHIFT-V	Paste Formatted Bible Text
CTRL-SHIFT-(Spacebar)	Insert Non-breaking Space
CTRL-TAB	Indent Paragraph
SHIFT-TAB	Outdent Paragraph

Using the Editor – Word Processing

The **Topic Notes**, **Study Notes**, and **Journal Notes** Editors contain word processor features to format your Notes.



You may recognize most icons on the **Editor toolbar** from your experience with other word processing software. You may **hover** your **mouse pointer over each icon** for the name of the feature.

Right click an Editor window to show the context menu, shown to the right.

Undo	Ctrl+Z
Redo	Ctrl+Y
Cut	Ctrl+X
Copy	Ctrl+C
Paste	Ctrl+V
Select All	Ctrl+A
Clear	
Find...	Ctrl+F
Replace...	Ctrl+R
Go To...	Ctrl+G
Bookmark	
Font...	Ctrl+D
Paragraph...	
Bullets and Numbering...	

Over the next pages, we discuss the **toolbar icons** and context **menu options** in the order the icons are shown on the toolbar.

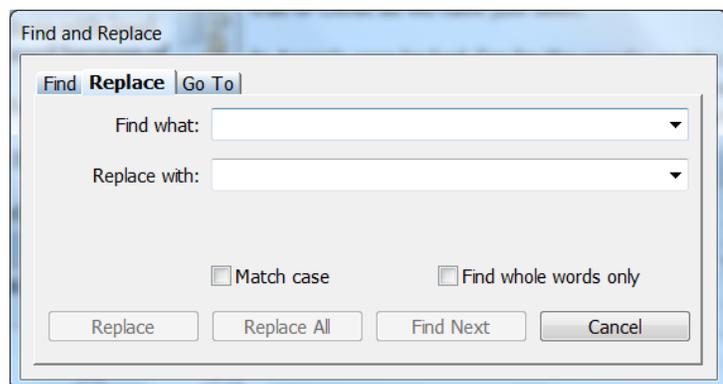
Find (Ctrl-F), Replace (Ctrl-R), Go To (Ctrl-G) 

The Find feature is useful for basic searching while writing Notes.

The find feature is not intended as a replacement for the **Search Notes** icon , which searches the entire file.

The **Find** and the **Find/Replace** commands function like any other word processor. These commands work only in the **current Editor window**. Find and Find/Replace **will not search across** Journal, Study, or Topic **Notes**.

The **Go To** tab of this window takes you directly to a bookmark in your text. Instructions for defining and linking to bookmarks are presented later in this chapter.



Searching The Entire Notes File

Searching a Study, Topic, or Journal Note file is nearly the same as searching **Bibles** and the **Reference Library**. Click the **Search Notes** icon .

When the **Search** window opens, type the word you want to search and select your search criteria. Click the **Search** icon to search the active note file.

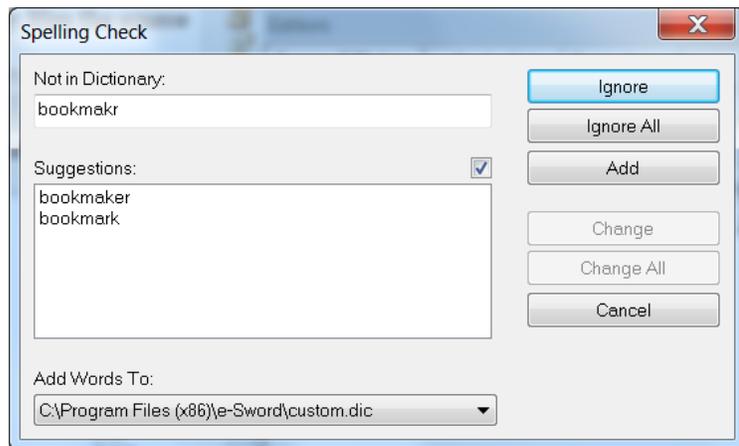
For more information on using the Editor Note search features, see the search instructions in [Chapter 3](#) and [Chapter 13](#). Also, see [Chapter 22](#) for an explanation of Regular Expression Searching.

Spell Check (F7)

Even when words “look” right, they may not be spelled right. Now you can know for sure.

When Spell Check finds an **unrecognized word**, you will see a **Spelling Check** window.

Spell Check uses a **custom dictionary**, as shown at the bottom of the window. By default, this custom **dictionary** is **stored** in the **e-Sword install** folder, usually “c:\program files\e-sword”.



The custom **dictionary** **includes** many commonly used **religious terms** and **authors** to prevent false reports of misspelled words. If Spell Check identifies a properly spelled word as misspelled, you can add the word (see **Add** button above) to the custom dictionary to prevent future false reports.

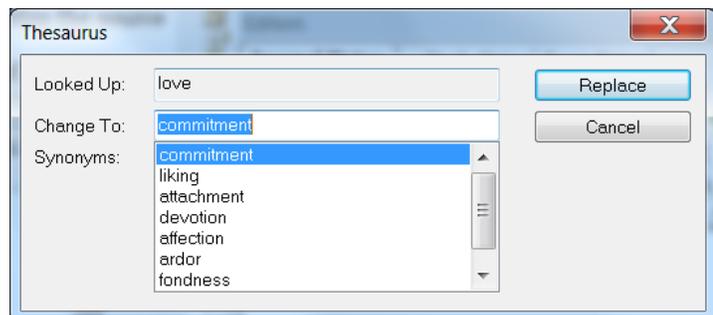
Spell Check Options: From the main menu, click **Options > Editor Options > Spell Check Options**. You can **reset** the **Ignore All** list and change which **word patterns** are ignored.

Thesaurus (Shift-F7)

Can't think of exactly the right word?

Highlight a word and click the **Thesaurus** icon. e-Sword will show you **synonyms** for the word you chose, if available.

To replace a word, press the new word and press the **Replace** button.



Cut (Ctrl-X), Copy (Ctrl-C), Paste (Ctrl-V) 

Select (or highlight text) by left-clicking and dragging with the mouse. Remove highlighted text with the **Cut** icon, copy text with the **Copy** icon, and paste text with the **Paste** icon.

Pasting Formatted Text (F11 Toggle)

The F11 **toggles** the availability of **pasting text as formatted**. If enabled, the text formatting will paste with the text (including bold, italics, tables, line spacing, etc.). If disabled, your text will be stripped of formatting and will paste as plain text.

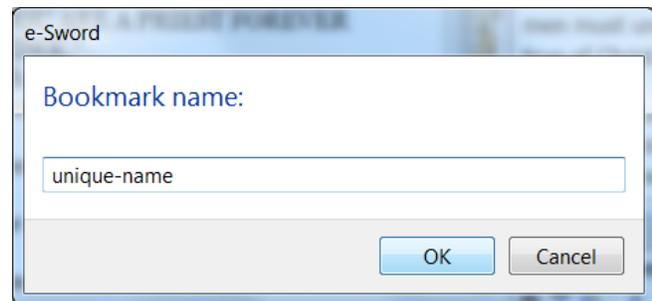
Undo (Ctrl-Z) and Redo (Ctrl-Y) 

To **undo** or **redo** your last edit, click the **Undo** and **Redo** icons.

Insert Bookmark

A bookmark is an **invisible marker**, representing the **destination** for a **hyperlink**.

The bookmark feature is **not accessible from the icon menu**. You must **right-click** in the **Editor** and choose **Bookmarks** from the context menu.



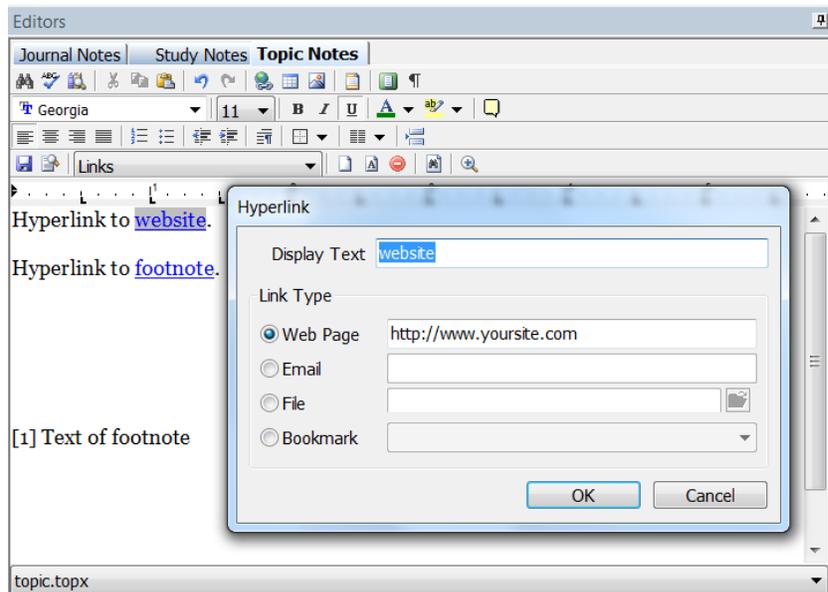
The name of the bookmark itself is not shown to the reader and serves only as an internal identifier. The bookmark name must be **unique**—two bookmarks cannot have the same name. You will use the bookmark name later when you **insert a hyperlink to the bookmark**.

Insert Hyperlink

A hyperlink **connects text** to a **destination**. As shown on the right, the destination may be a Web page, an email address, a file, or a bookmark.

You can highlight the word(s) you want to make into a hyperlink and then click the  **Insert Hyperlink icon**.

You can also click the icon first and **define the hyperlink** word(s) in the window.



Web Page: Links to the web page you specify.

Email: Links to an email address, but the e-Sword user's computer will define if/how this works. The e-Sword user's computer must have an email client installed. The "Send to" field of the email will pre-populate with the email address from this link.

File: Links to a local file on the e-Sword user's computer. If you send your e-Sword module to someone else, they must have the file in the same location on their computer.

Bookmark: Links to a bookmark (see above for instructions on creating a bookmark). The drop down menu contains bookmarks you defined. You should have created the bookmark by the time you reach this window.

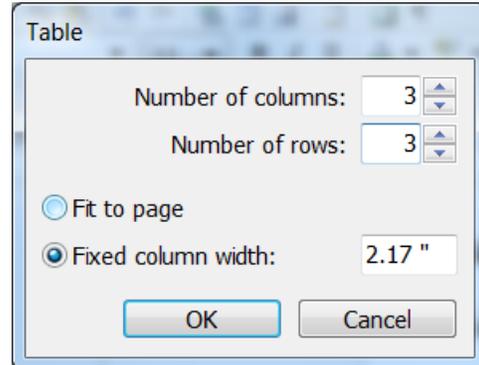
A bookmark must be **used in the same note** where it's **defined**. For example, you cannot define a bookmark in one study note and hyperlink to the bookmark from a different study note. The **same restrictions** apply to journal and topic notes.

Insert Table

Tables, like the one shown lower-right, **quickly illustrate information** in ways sentences cannot. Tables can be used in a variety of ways to align information, illustrate concepts, and compare textual relationships.

Creating a New Table

After clicking the **Insert Table icon**, you may begin configuring the table. Specify the **number of rows** and **columns**. The example table has three rows and three columns.



Fit to page: Expand to the width of the page.

Fixed column width: How wide each column should be.

Dragging Table Boundaries

To **change the size** of the table or of any **cell** in the table:

1. Position the **mouse pointer** over the table or cell **boundary**.
2. The pointer turns from an arrow pointer into an **adjustment pointer** (see example table to the right).
3. **Drag the pointer** in the direction necessary to change the table or cell size.

A Similar Three-Fold Division:

<i>Historic.</i>	<i>Didactic</i>	<i>Prophetic</i>
O. T.--Pentateuch	O. T.--The Writings.	O. T.--The Prophets.
N. T.--Gospel, Acts	N.T.--The Epistles	N.T.--The Revelation.

Table Properties (Table Settings)

To edit a table's settings:

1. **Select** the whole **table** or part of the table. Or place the mouse pointer in a table cell. Your edits to the table's settings only apply to the cells you selected.
2. **Right-click** and choose **Table** from the context **menu**.
3. Click **Table Properties** (explained below)

Frame and Color Tab

Frame: Controls the **border** around the selected cells. If you selected the whole table, the frame applies to the entire table.

You may choose from one of the default frames (None, Box, All, or Grid). Or, you may click the illustration of the cells/table to manually set which sides have a border (see mouse pointer).

Line Width: Controls the **thickness** of the frame border.

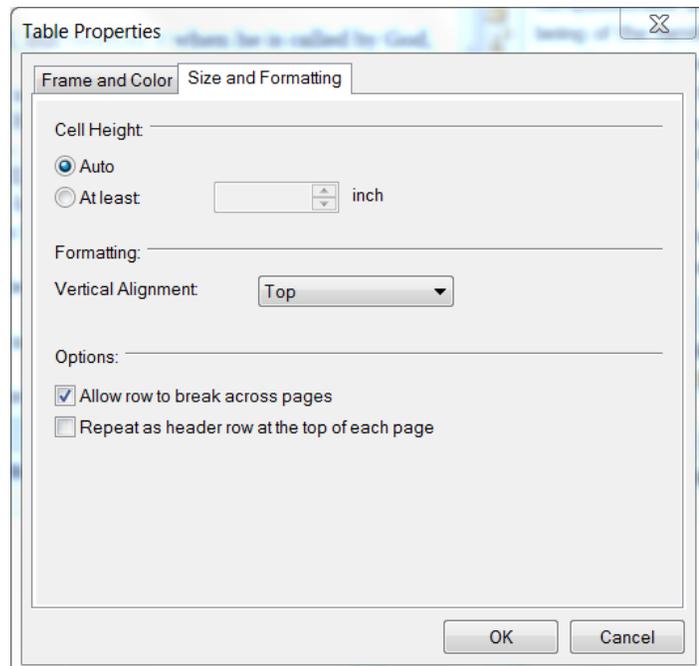
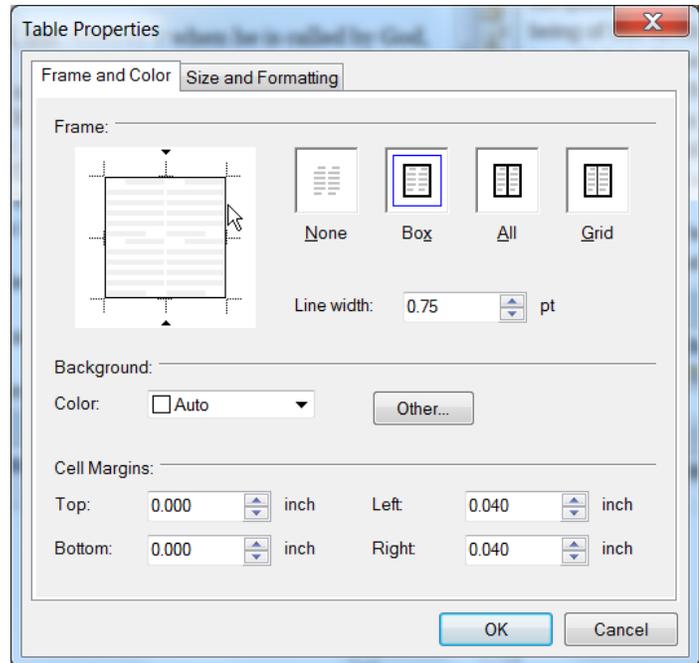
Background Color: Controls the **table** and/or **cell's** background **color**. The **Other** button allows for **custom colors**.

Cell Margins: Controls the cell buffer (if any). Tables usually read easier and look better if the table text/image isn't "up against" the cell borders.

Size and Formatting Tab

Cell Height: Controls the height of the cell. You can let the word processor distribute the cell height equally according to the text/images in the cell. Or you can maintain a minimum cell height.

Formatting: Controls whether the text/image is **aligned** at the **top**, **middle**, or **bottom** of the cell.



Row Options:

Allow row to break across pages – When not enough space exists on the page to show the row, do you want the row to split across two pages or display in its entirety on the next page? This setting applies to the row you selected when loading the Table Properties window.

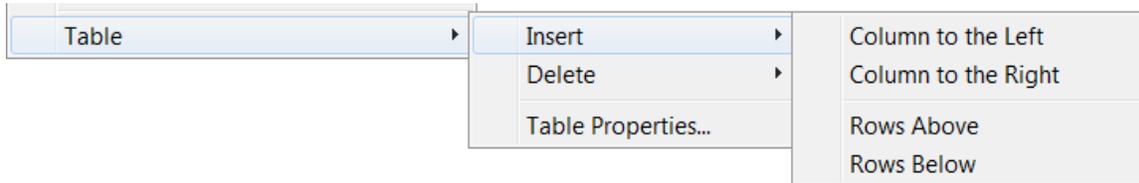
Repeat as header row at the top of each page – The row you selected when loading the Table Properties window will be the header row at the top of each page that the table spans.

Adjusting Rows and Columns

You may **add or delete columns** and **rows** as necessary:

To Insert Rows/Columns

1. **Right click** the table and select the **Table** option from the context menu.
2. Choose **Insert**.
3. Choose where to insert **rows** or **columns**, as shown below.

**To Delete Rows/Columns**

1. **Right click** the table and select the **Table** option from the context menu.
2. Choose **Delete**.
3. Select either **Row** or **Column** in order to delete the row or column of the cell(s) you selected when loading the Table Properties window.

Insert Picture 

You may **insert** a picture in two ways:

1. Click the **Insert Picture icon** and select a picture to insert.
2. **Copy** (Ctrl-C) an image elsewhere and **paste** (Ctrl-V) the image into the e-Sword editor.

Image Attributes

Double-click an image to adjust the image's settings.

Layout and Position Tab

Wrapping Style: Controls how **text wraps** around the **image**. The “Wrapping Style” diagrams (see screenshot to the right) illustrate how the text will relate to the image. The **In-Line** option causes the image to move with the text.

Move object with text: If the “Top and Bottom” or “Square” wrapping style is selected, this option causes the **image** to **move with the text**.

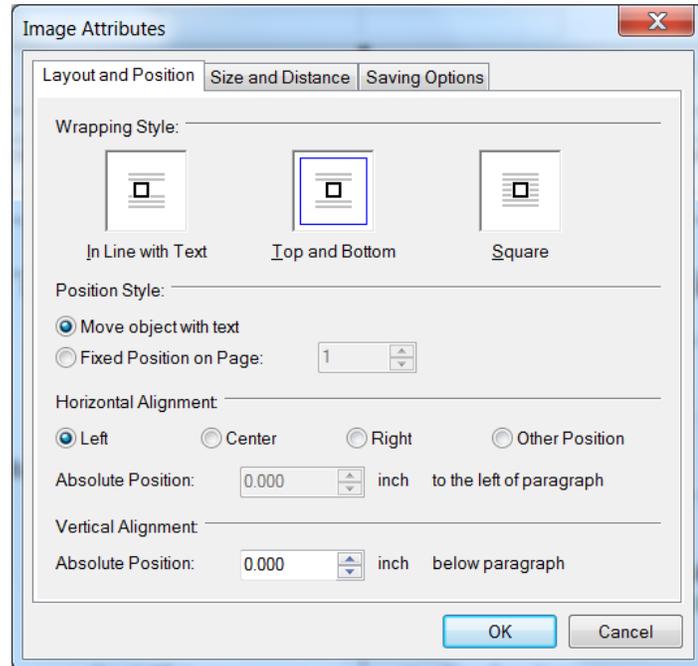
Fixed Position on Page: If the “Top and Bottom” or “Square” wrapping style is selected, this option keeps the image in place on the page you specify. The **image will not move** unless you move it.

Horizontal Alignment: If the “Top and Bottom” or “Square” wrapping style is selected, this option controls the image's horizontal position.

Absolute Position: If “Other Position” is chosen, you can control how many inches (or fractions of an inch) the image stays to the left of the paragraph.

Vertical Alignment: If the “Top and Bottom” or “Square” wrapping style is selected, this option controls the image's vertical position.

Absolute Position: If the “Top and Bottom” or “Square” wrapping style is selected, this option controls how many inches (or fractions of an inch) the image stays below the paragraph.

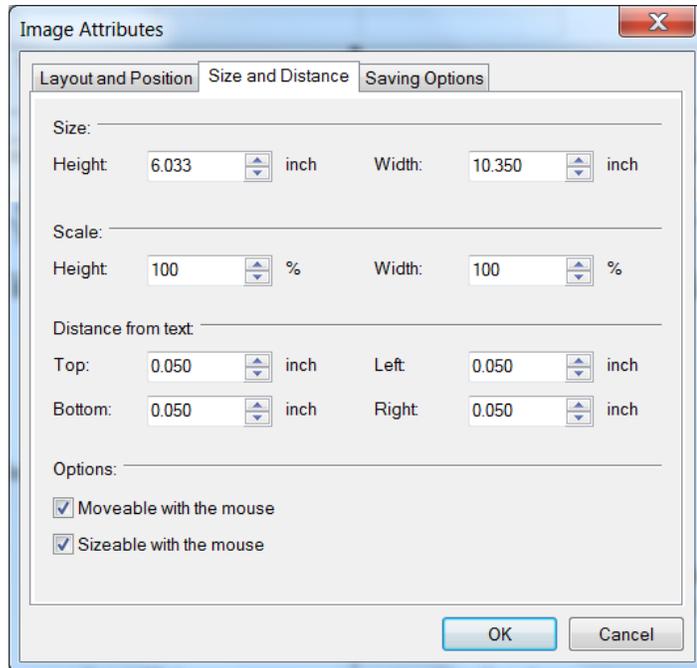


Size and Distance Tab

Size: Controls the **height** and **width** of the picture, in inches. This setting updates based on values entered for the **Scale** setting.

Scale: Controls the **height** and **width** of the **image** as a **percent** of its original size. This setting updates based on values entered for the **Size** setting.

TIP: This is a huge factor in the image's size. In the example to the right, the 10 inch wide image should be downsized by 50% to avoid an unnecessarily large image. Large images create large resources which consume more memory, increase e-Sword startup time, and may cause e-Sword to run slower.



Distance from text: Controls how much of a margin exists between side of the image and the text.

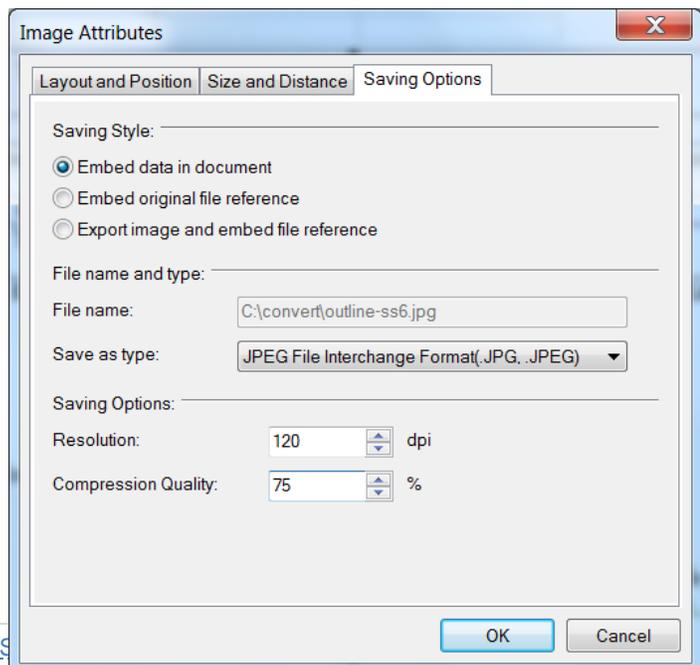
Options: Controls whether you can move and resize the image with the mouse to prevent accidental movement.

Saving Options Tab

The **settings in this tab are not used by e-Sword**. Making changes to these settings does not impact how images are stored.

All images are in JPG/JPEG format at 96dpi with 50% compression, regardless of the settings.

All images are embedded in the module regardless of the settings.



Header and Footer

The Header and Footer icon **inserts/removes** a **header** and **footer**. The header and footer supports **paragraph** and **font formatting** found elsewhere in the Editor.

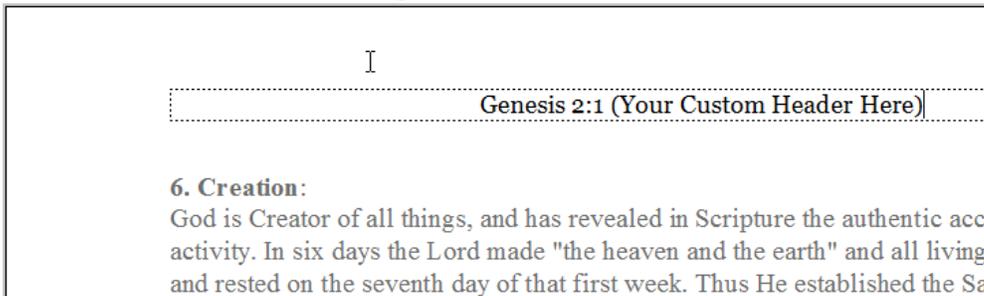
Inserting the Header/Footer

To **insert** the Header/Footer:

1. Click the **Header/Footer**  icon and notice the **icon changes** to a “**pressed**” position.

WARNING: Clicking the **Header/Footer**  icon **overwrites** any **existing Header/Footer**. If the Header/Footer icon already has a “pressed” appearance, a Header/Footer already exists in your document. Click the **Page Layout**  icon to **view** the **Header/Footer**.

2. After clicking the icon above, your view of the Journal, Study, or Topic Note changes to **Page Layout**. This is a representation of how the document will look when printed.
3. A **default header** appears in the Header/Footer and varies depending on which Editor you use (Journal, Study, or Topic Note).
4. Click inside the **dotted rectangle** to **edit** the **Header/Footer**.



5. After making changes, **double click outside** the **dotted rectangle** to **save** the Header/Footer.

TIP: The **Header** and **Footer** are only **visible** when the **Page Layout**  icon is “**pressed**”.

TIP: If you accidentally delete the page number *special character*, you must remove and re-insert the header and footer by toggling the **Header/Footer**  icon.

Removing the Header/Footer

To **remove** the Header/Footer:

1. Click the **Header/Footer**  icon and notice the **icon changes** from a “**pressed**” position to an “**raised**” position (assuming you have an existing Header/Footer).
2. If you are not in Page Layout mode, press the **Page Layout**  icon to confirm the **Header** and **Footer** is not visible and has been removed.

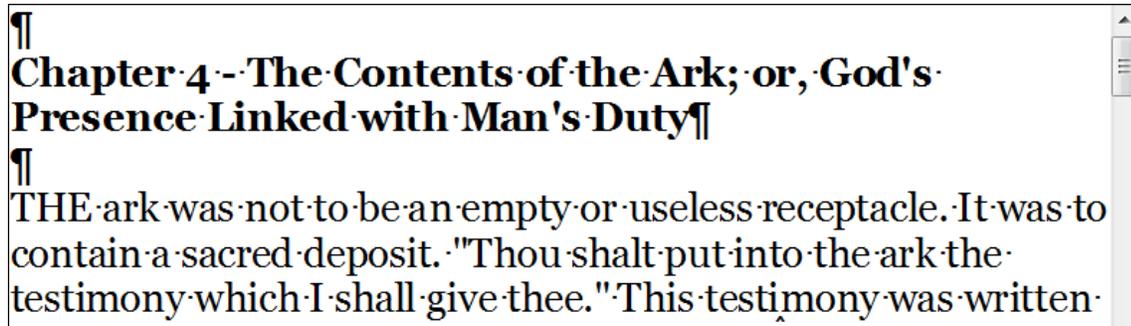
TIP: The **Header/Footer** is only **visible** when the **Page Layout**  icon is “**pressed**” *even when* a Header/Footer exists.

Page Layout

The Page Layout icon controls the **view of the document**. When clicked, the icon changes to a “**pressed**” position, showing a **Page View** of your document. This representation shows the **edges of the document, margins, header/footer**, and a general view of how the document will appear when printed. To return to the **Normal View**, click the **Page Layout** icon again and the icon returns to a “**raised**” position.

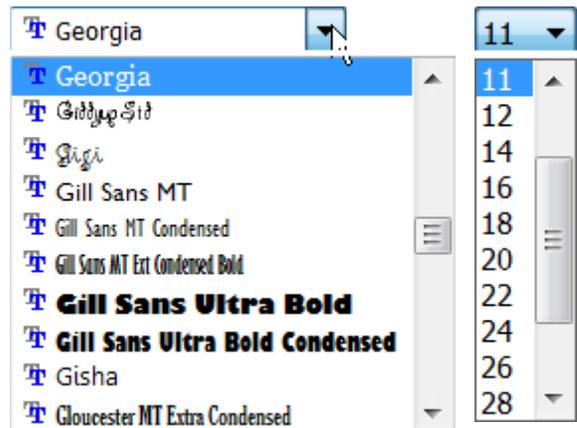
Show/Hide Formatting Symbols

The Show/Hide icon controls whether you see **hidden formatting symbols**, such as **paragraph symbols** and space “dots” between words.



Font Selection and Size

You can choose a font style and font size for the text you type. You may also highlight text and change the font or font size. Both font controls shown to the right are found on the Editor toolbar.



Bold (Ctrl-B), **Italic** (Ctrl-I), **Underline** (Ctrl-U)
Bold, **Italic**, or **Underline** changes the text accordingly.

B I U

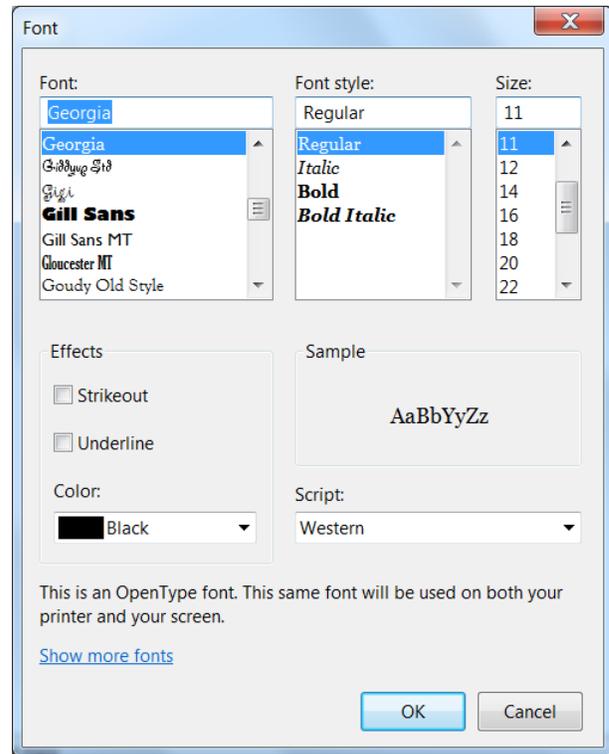
Font Color 

The Font Color icon has two parts:

- Clicking the  Font Color icon will **change the color** of the **selected text** to the color shown in the icon (green in the icon above).
- Clicking the “down-arrow” portion of the icon displays a **color selection window**. Once chosen, that color is available from the “Font Color icon shown above for quicker reference.

More Font Options (Ctrl-D)

You can also **right-click** and choose **Font** from the context menu (shown to the right). In addition to the font options described above, you can also format text as **Bold Italic**, and **Strikeout**.



Highlight 

The Highlight icon has two parts:

- Clicking the “ab” icon will **change the color** of the **selected text** to the color shown in the icon (yellow in the example above).
- Clicking the “down-arrow” icon displays a **color selection window**. Once chosen, that color is available from the “ab” icon for quicker reference.

For more information on Highlighting, see [Chapter 4](#).

Format Scripture Tooltip (Ctrl-J)

e-Sword supports “scripture tooltips”. When verses are in the correct format, e-Sword will show a “popup” of the verse text as you **hover** your **mouse pointer over** the **scripture** reference.

- Clicking the Tooltip icon *without a verse reference* selected shows a **Verse Reference** window. Enter a valid verse reference and e-Sword will insert the properly formatted verse into your text.
- Clicking the Tooltip icon *with a verse reference* selected will automatically format the verse in your text.

Notice the examples below of ToolTipped verse references on the top row, followed by the original text on the bottom row.

<u>Joh 3:16</u>	<u>Joh 3:16-20</u>	<u>Joh 3:16</u>	
John 3:16	Joh 3.16-20	Jn 3:16	<div style="border: 1px solid black; background-color: #ffffcc; padding: 5px;"> <p>Joh 3:16 "For God so loved the world, that He gave His only begotten Son, that whoever believes in Him shall not perish, but have eternal life.</p> <p>New American Standard Bible</p> </div>

Align Left, Align Center (Ctrl-E), Align Right, Justify

Align Left: Aligns the text with the **left side** of the page.

Center: Centers the text horizontally.

Align Right: Aligns the text with the **right side** of the page.

Justify: Adds small spaces between letters and words so the left and right edges of the text meet perfectly with the left and right sides of the page.

Numbering and Bullets

You can use the **Numbering and Bullets icons** in two ways:

- **Select one or more lines of text** and click the **Numbering or Bullet icon** to convert the lines to numbers or bullets.
- **Do not select any lines of text** before clicking the **Numbering or Bullet icon**. A **numbered or bullet list will begin** in your text and each time you press enter, a new line number or bullet appears.

To **stop the insertion** of numbers or bullets, press the **Backspace key** to erase the final line with the unwanted number or bullet.

Bullets and Numbering Format

To **change the formatting** of a numbered or bullet list, **right-click the list**.

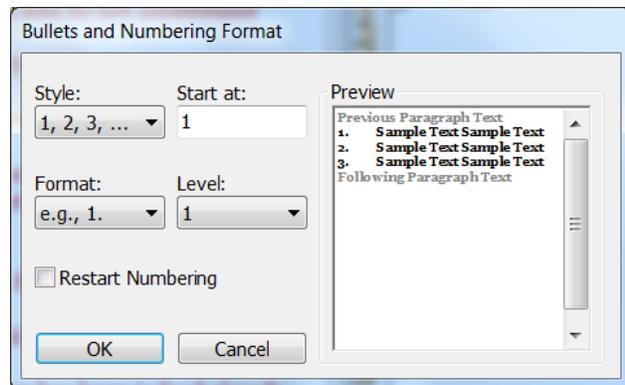
Style: Selects between Arabic numerals, Roman numerals, and letters of the alphabet.

Start at: Controls the number that the list starts with. For alphabetical lists, each letter is represented by a number.

Format: Controls the formatting of the list, such as “1.”, “1)”, “1””, etc.

Level: Controls the number of indents.

Restart Numbering: Adds a new line starting over with number “1”, the letter “A”, etc.



Indent Paragraph (CTRL-TAB) and Outdent Paragraph (SHIFT-TAB)

Indent Paragraph or **Outdent Paragraph** moves the paragraph text to the right one tab stop or to the left one tab stop. Indent is a useful formatting feature when showing a hierarchy of information.

Format Paragraph

The settings in this window apply to the **whole paragraph**, not just to text you have selected. The **Preview window** shows a live example of the changes you make.

Align Left: Aligns the text to the **left side** of the page.

Center: Centers the text horizontally.

Align Right: Aligns the text with the **right side** of the page.

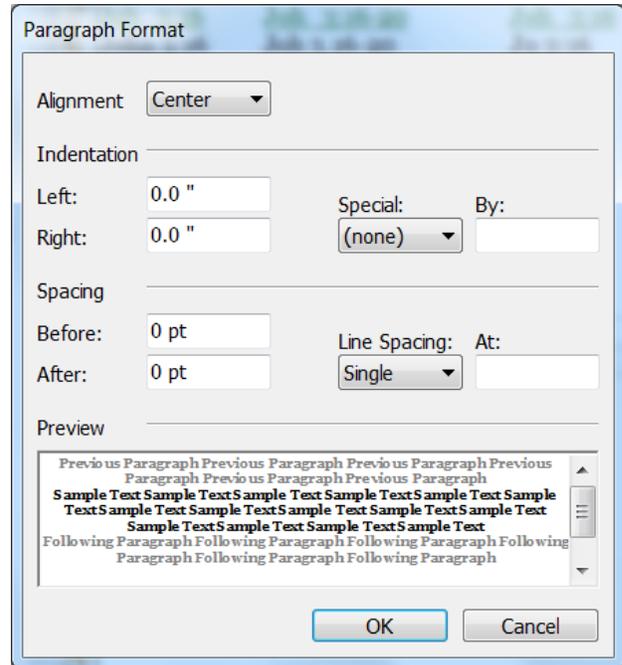
Justify: Adds small spaces between letters and words so the left and right edges of the text meet perfectly with the left and right sides of the page.

Indentation Left/Right: Controls the indent for the left and right sides of paragraph.

Special ... By: Selects between a **First Line indent** and a **Hanging Indent**. The hanging line is not indented but subsequent lines are indented. The **By** field controls the amount of the indent.

Spacing Before/After: Controls the amount of **space before** and **after** a **paragraph** to avoid entering blank lines with the Enter key.

Line Spacing: Selects the **distance between lines**.



Border

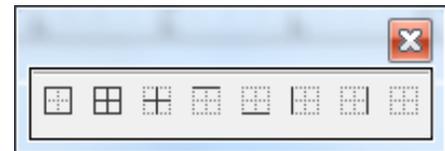
The Border icon **inserts a border** into the text. The different **border styles** are shown to the right.

You can use the **Border icon** in two ways:

- Click the “**border layout**” icon to insert the border style shown in the icon.
- Click the “**border down-arrow**” icon to display a **Border Selection window**. Once chosen, that border is available from the “border layout” icon for quicker reference.

If you select text before clicking the Border icon, the border will enclose the text you selected.

Example of a border with all four sides



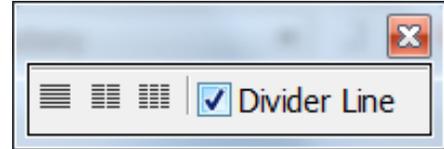
Columns

You may select how many **columns** the **text** will be **divided** into. This is for **display and printing purposes only**. Your column preferences will *not* be saved after restarting e-Sword. If you save a Topics Note file as a Reference Library book (refx), the column setting will also *not* be saved in that format.

The different **column layouts** are shown to the right.

You can use the **Columns icon** in two ways:

- Clicking the “**column layout**” icon will change the number of columns.
- Clicking the “**column down-arrow**” icon displays a Column Selection window. Once chosen, that column layout is available from the “column layout” icon for quicker reference.



Page Break

Often used in word processing software, Page Break forces all the **text after the “break” to the next page**. The **Page Layout** icon must be “pressed” to view the actual Page Break. Otherwise, a dotted line shows where the page break will occur.

Save Notes

It’s always a good idea to click the **Save icon** before using other features in e-Sword.

Understanding Where the Editors Read Notes Files.

When you first installed e-Sword, three default Notes files were installed including: journal.jnlx (**Journal Notes**), study.notx (**Study Notes**), and topic.topx (**Topic Notes**). These files store the information you enter into the Editors Window. By default, all three file types are located in the e-Sword **user** directory, usually "**My Documents\e-sword**".

How to Backup Your Notes - Advanced

Advanced users may want to **backup** their Notes or move their Notes to another computer. This section assumes a basic level of proficiency with Windows, folder navigation, and file copying.

By default, e-Sword stores Notes files in your **e-sword user folder** (typically "**My Documents\e-sword**"). (Click **Options** on the main menu, and select **Resources**. The **User Files Location** contains the path to your e-Sword user folder).

1. Use Windows Explorer to navigate to the "My Documents\e-sword" folder.
2. Copy the Journal, Study, and/or Topic Note file(s) to your backup location. By default, the Editors store notes in: JOURNAL.JNLX (**Journal Notes**), STUDY.NOTX (**Study Notes**), and TOPIC.TOPX (**Topic Notes**). If you created additional Notes files, copy them also.

Storing/Sharing Your Notes on Cloud Services (i.e. DropBox.com)

You may store your Notes on cloud service like DropBox.com so you can access your content on multiple computers (and devices).

The instructions below work for DropBox.com when using their [Application for the PC](#).

1. Click **Options** on the main menu, and select **Resources**. The **User Files Location** contains the path to your e-Sword user folder.
2. Change the User Files Location path to your DropBox folder, usually: Users\[your name]\dropbox folder.

TIP TO FIND PATH: On many versions of Windows, click the **Start Button**. Choose **Run** and enter this text (without quotes) "%homepath%/dropbox". This shows the complete path to your Drop Box location if you don't know your User path.

3. Copy your Study, Journal, and Topic note files to your DropBox folder.
4. Restart e-Sword.

Chapter 9: Journal Notes

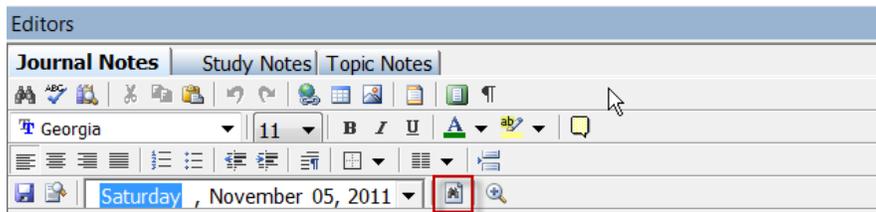
The **Journal Notes** feature allows you to keep a journal about spiritual growth, issues you struggle with, events in your life, answers to prayer, or anything you choose. Journal Notes are organized by **date**, similar to a diary. Many Christians find journaling key to explosive personal and spiritual growth.

What's in this Chapter?

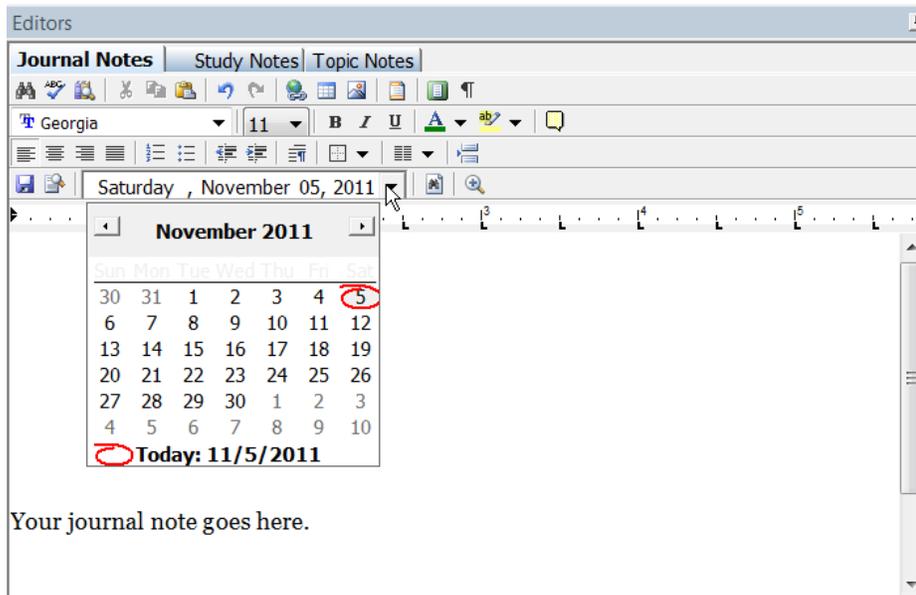
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Viewing Journal Notes

- To **view all** Journal Notes, click the **Locate Notes** icon, shown below in red below.



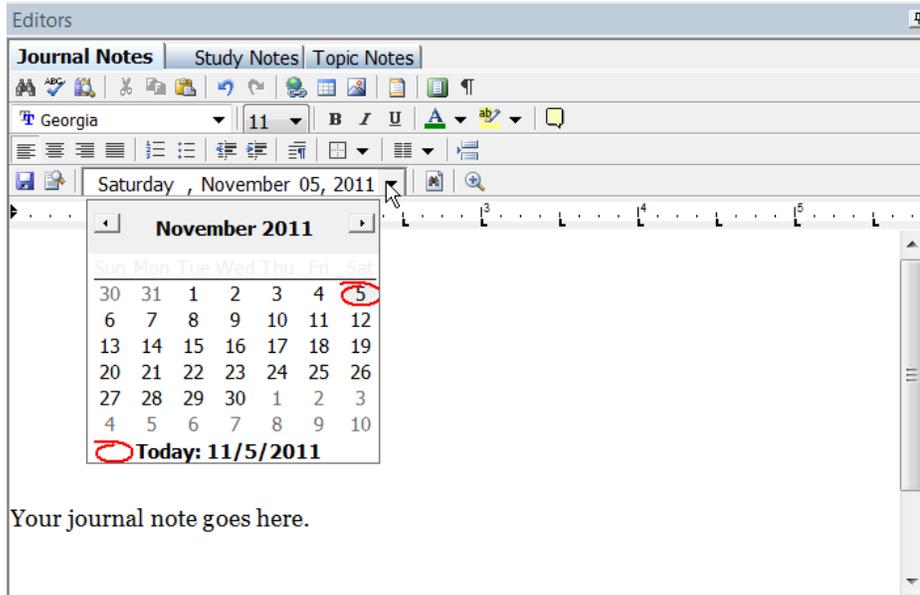
- To view a **specific** Journal Note, click the **date drop-down menu** on the toolbar and click a **date**, as shown below:



Creating a Journal Note

To **create** a Journal Note:

1. Notice the **date selected** in the **date field**. By default, today's date appears but you can change the date, as shown below.
2. Type your **Journal Notes**. Click the **Save**  icon to save your notes. It's a good idea to save your notes before navigating elsewhere in e-Sword.



TIP: You can create popup Scripture "ToolTips" in your own Notes! Just select an existing verse reference, like John 3:16, and click the **Format Scripture ToolTip**  icon (or press Ctrl-J).

Editing a Journal Note

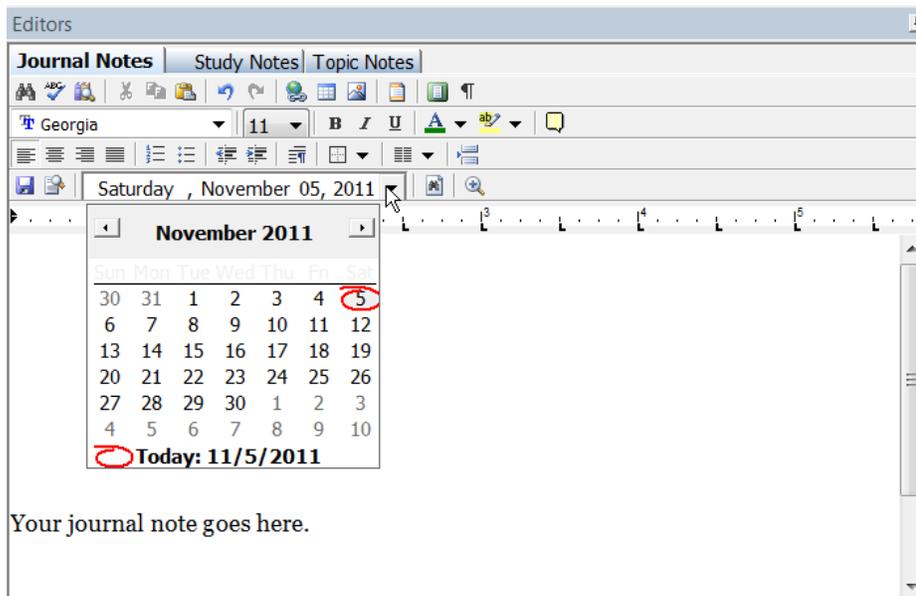
You can **edit** any Journal Note you previously wrote:

1. Navigate to the **date** where you made the Journal Note (see calendar above).
2. Click the **date** of the Journal Note to **edit**.
3. Edit your Journal Note and click the **Save**  icon to save your notes. It's a good idea to save your notes before navigating elsewhere in e-Sword.

Deleting a Journal Note

You can **delete** any Journal Note:

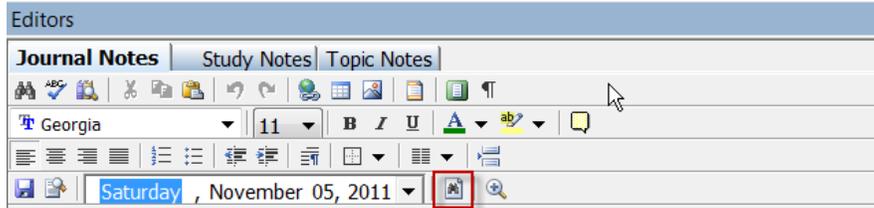
1. **Navigate to the date** where you made the Journal Note (see calendar below).
2. Click the **date** of the Journal Note to **delete**.
3. Select all the text in the window with the mouse or by pressing the **Ctrl-A** key combination.
4. Press the **Delete** key to delete the Journal Note. You can **undelete** the text by pressing **Ctrl-Z** key combination or clicking the **Undo**  icon.



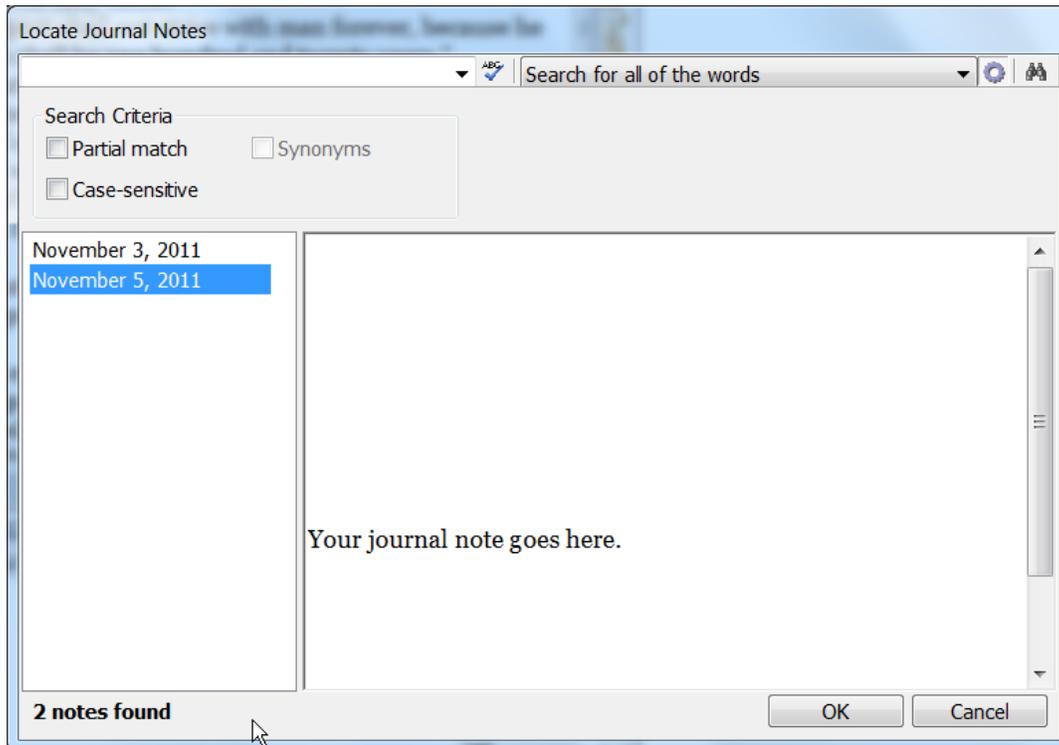
Viewing All Journal Notes – Overview

If you want to **view all** of your Journal Notes:

1. Click the **Locate Journal Notes** icon:



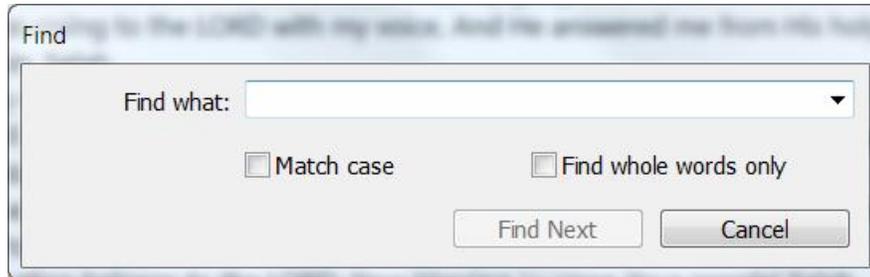
2. The **Locate Journal Notes** window shows which dates contain **Journal Notes**.
3. Click any date in the left summary pane to display your Journal Notes in the right window pane. The example below shows the **Journal Notes** for November 5, 2011.



Searching the Active Journal Notes Window

You can search the active Journal Notes window, including **all text in the Journal Notes window**.

1. To search the active Journal Notes window, click the **Find on Page**  icon in the **Journal Notes** window.
2. Enter the search term(s) to find.

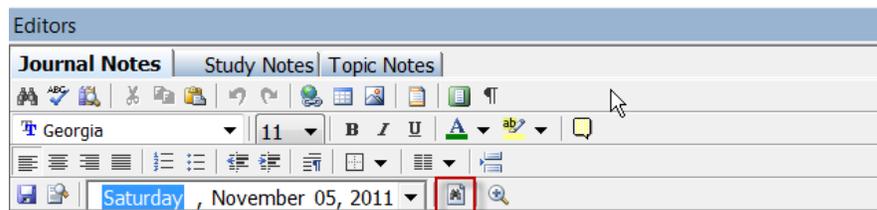


3. Click **Find Next** to find each occurrence in the text.
4. **Match case** makes the search case sensitive.
5. **Find whole words only** prevents e-Sword from matching partial words. For example, ticking this box prevents e-Sword from finding "mankind" when searching for "man".

Searching Journal Notes

To **search** your Journal Notes;

1. Click the **Locate Notes** icon  in the **Journal Notes Editor**.



2. Searching Journal notes is nearly identical to searching Study Notes, except Study Notes are verse-based and Journal Notes are date-based. See [Chapter 10](#) for more information.

Additional Search Options Wheel

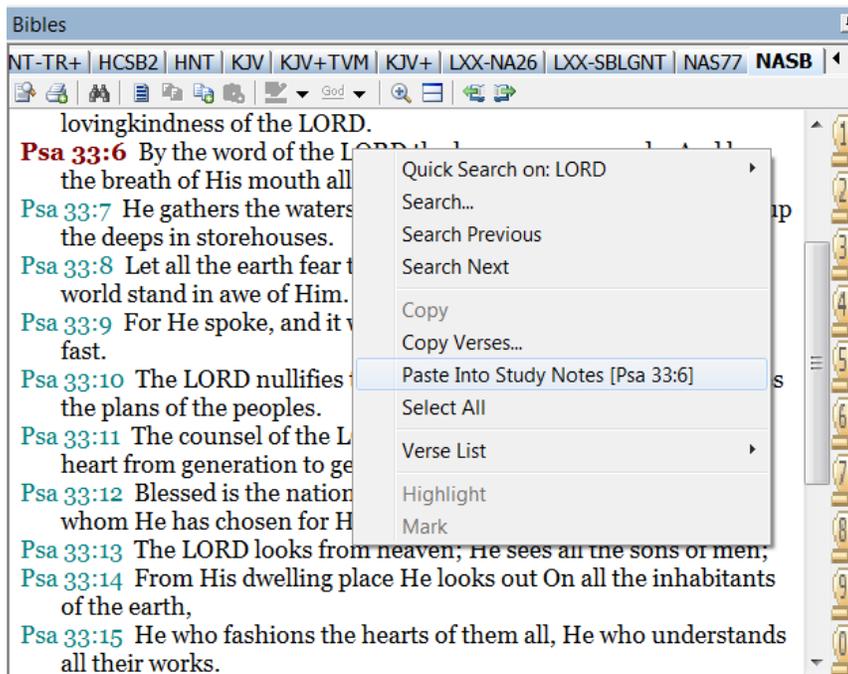
Searching Journal notes is nearly identical to searching Study Notes, except Study Notes are **verse-based** and Journal Notes are **date-based**. Please see [Chapter 10](#) for more information on the Additional Search Options Wheel.

Copying from the Bible to Your Journal Notes

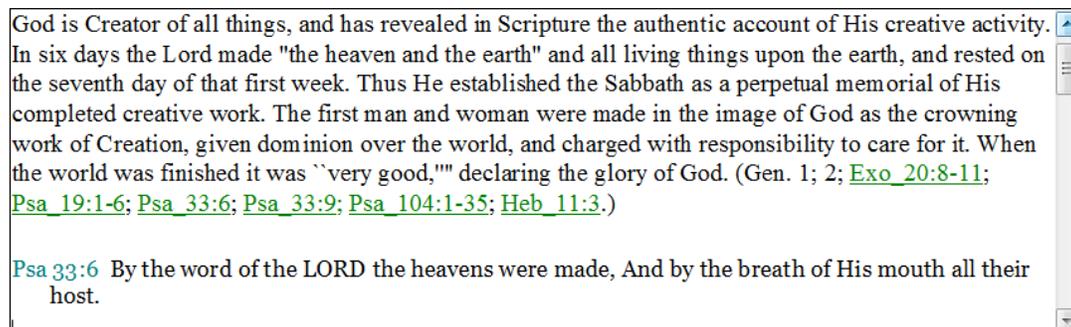
In addition to copying with this method, you can also apply **formatting to copied verses** with the **Copy Verses** command documented in the [Chapter 3, "The Bible Windows In-Depth"](#).

To copy **Psalms 33:6** into your **Journal Notes**:

1. Navigate to the **date** of the Journal Note. Left-click the mouse where you want to paste the verse.
2. Navigate to **Psalms 33:6** in the **Bible** window.
3. **Right click** the verse in the **Bible** window and select **Paste Into Journal Notes**. (To paste more than one verse, select the verses you want to paste before right-clicking and choosing **Paste Into Journal Notes**.)



4. The verse appears in your Journal notes.



Copying from Other Windows to Journal Notes

When copying from the other windows, such as the **Commentaries, Dictionaries, Reference Library, etc.** to the **Journal Notes** editor, you have two options:

1. Copy the entire text to the **Journal Notes** window, or
2. Copy an excerpt of the text to the **Journal Notes** window.

Copying the Entire Text

1. Place your cursor in the **Journal Notes** window where you want the copied text to appear.
2. Find the window containing the text you want to copy.
3. Click the **Select All**  icon or right click anywhere in the text and choose **Select All** from the menu. The complete text appearing in the window will be highlighted.
4. With the text still selected, **right click** and select **Paste into Journal Notes**. The selected text will be copied into your Journal Notes at the location where you last placed your cursor.

Copying an Excerpt

1. Place your cursor in the **Journal Notes** window where you want the copied text to appear.
2. Find the window containing the text you want to copy.
3. Select the part of the text you want to copy to **Journal Notes** by highlighting (**left click** the mouse and drag to select) the text.
4. **Right click** and select **Paste into Journal Notes**. Only the selected text will paste.

Importing and Exporting Journal Notes

e-Sword lets you **import** data (text, images, tables, etc.) into Journal Notes. You can also **export** your Journal Notes to other file formats.

The **import** option includes (or imports) text into your Journal Notes from other files. You can import the following file types: **html**, **doc** (Microsoft Word), **rtf** (Rich Text Format), and **txt** (plain text).

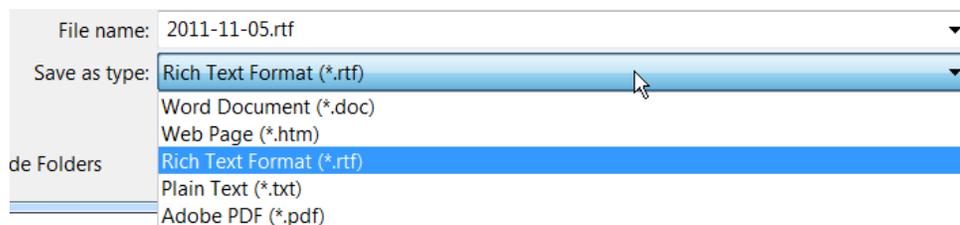
To import a file:

1. Select the **date** of the Journal Note in the **Journal Notes Editor**. The text you import will appear in this Journal Note.
2. While pressing the **Ctrl** key, **right-click** the mouse. Click the **Import** button.
3. Navigate to the folder containing the file to import, select the file, and click **Open**.
4. The text from your document will appear in the date of the Journal Note you selected in Step 1 above.

The **export** option creates an external file (separate from e-Sword) containing your Journal Note. You can export the following file types: **html**, **doc** (Microsoft Word), **rtf** (Rich Text Format), **txt** (plain text), and **pdf**.

To export a Journal note:

1. Select the Journal Note you want to export by navigating to that date in the **Journal Notes Editor**.
2. While pressing the **Ctrl** key, **right-click** the mouse. Click the **Export** button.
3. Navigate to the folder that will contain your exported file, provide a name for your file, and click save. You may need to adjust the “Save as type” setting to specify the file format e-Sword uses to export your data.



Managing More than One Journal Notes File - Advanced

Advanced users may want to create and edit more than one Journal Notes file.

The default name for the Journal Notes file is “**journal.jnlx**” and it’s typically stored in “**My Documents\e-sword**”, or the location of your e-Sword user folder. This configuration meets the needs of the **majority** of e-Sword users. If you do not need additional files or do not feel comfortable with the instructions that follow, you probably do not need this functionality.

Creating a New Journal Notes File

To **create** a new Journal Notes file:

1. While pressing the **Ctrl** key, **right-click** the mouse in the Journal Notes Window.
2. Click the **New** button.
3. Specify a **filename** and click the **Save** button.
4. You now have a **new, blank** Journal Notes file.

Opening a Journal Notes File

To **open** a new Journal Note file:

1. While pressing the **Ctrl** key, **right-click** the mouse in the Journal Notes Window.
2. Click the **Open** option.
3. Choose a **filename** and click the **Open** button.

Changing Where e-Sword Reads Journal Notes - Advanced

Most users *do not* need to change where e-Sword reads Journal Notes files. *Advanced users* may want to read from a different location. And some users who upgrade from a previous version may have changed where e-Sword reads Journal Notes files.

By default, all the Editors read from the e-Sword user folder, typically “My Documents\e-sword”.

To **change the folder** where the e-Sword reads Journal Notes:

1. Click **Options** on the main menu, and select **Resources**.
2. The **User Files Location** contains the path to your e-Sword user folder.

WARNING: Changing the folder the Journal Notes Editor reads may result in you not being able to find your other Journal Notes files. For example, if you have multiple Journal Notes files in one folder, but you change where e-Sword reads Journal Notes files, you will not be able to view your other Journal Notes files. In that situation, you must either change the folder where the Journal Notes reads or move your Journal Notes to the new folder.

Chapter 10: The Study Notes

The **Study Notes** feature allows you to write notes about individual verses, similar to making notes in the margin of a printed Bible. Here, you can record your personal discoveries, conclusions, and commentary about specific verses. Study Notes are **verse-based**—the note itself is matched with a verse of the Bible.

e-Sword synchronizes your Study Notes with the Bible verse you're currently reading. When you view a Bible verse containing a study note, the Study Note tab will show the notes you wrote for the verse.

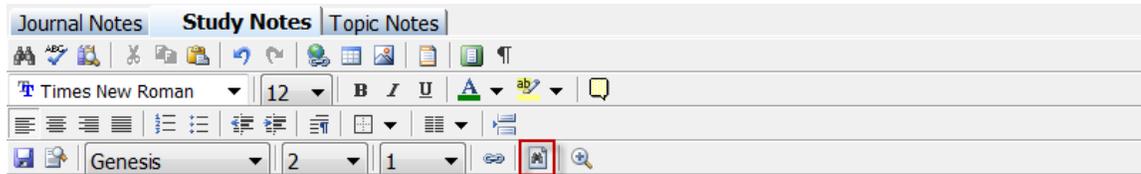
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Viewing Study Notes

Viewing All Study Notes

To **view all** Study Notes, click the **Locate Notes** icon, shown below in red.



Viewing a Specific Study Note

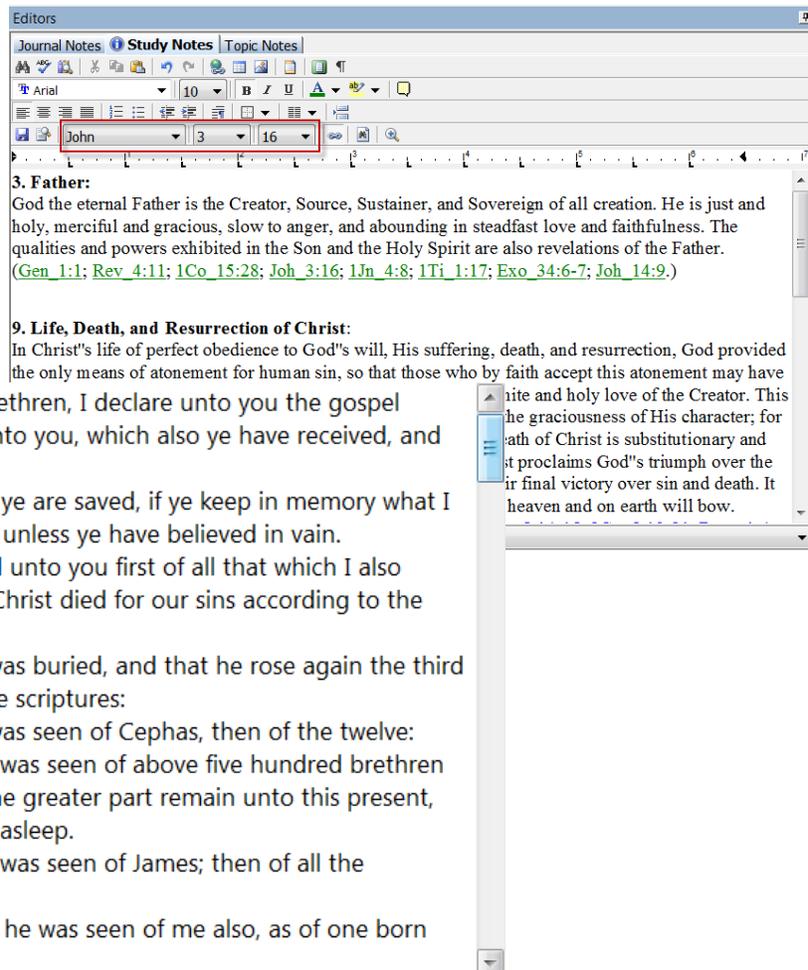
To view a **specific** Study Note, click the **verse drop-down menu** on the toolbar and choose the verse, as shown below.

If the **Link** icon  is “pressed” in the Editors window, and you select a different Bible verse in the **Bibles window**, the Editors window then shows the study note for the verse chosen in the Bible window.

TIP: The Bibles window shows which verses have a study note.

In the screenshot below, notice 1 Corinthians 15:3 and 15:6 have a squiggly line below the reference. The squiggly line means a study note exists for that verse.

- [1Co 15:1](#) Moreover, brethren, I declare unto you the gospel which I preached unto you, which also ye have received, and wherein ye stand;
- [1Co 15:2](#) By which also ye are saved, if ye keep in memory what I preached unto you, unless ye have believed in vain.
- [1Co 15:3](#) For I delivered unto you first of all that which I also received, how that Christ died for our sins according to the scriptures;
- [1Co 15:4](#) And that he was buried, and that he rose again the third day according to the scriptures:
- [1Co 15:5](#) And that he was seen of Cephas, then of the twelve:
- [1Co 15:6](#) After that, he was seen of above five hundred brethren at once; of whom the greater part remain unto this present, but some are fallen asleep.
- [1Co 15:7](#) After that, he was seen of James; then of all the apostles.
- [1Co 15:8](#) And last of all he was seen of me also, as of one born out of due time.



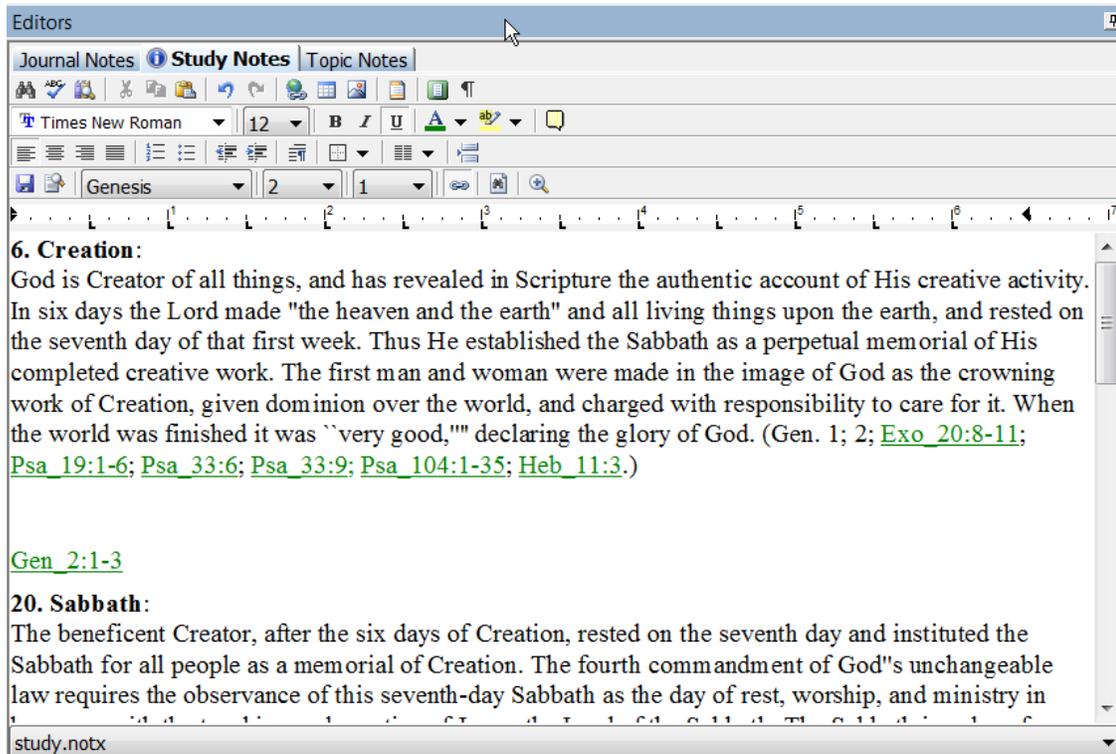
Creating a Study Note

To **create** a study note for **Genesis 2:1**:

1. Navigate to Genesis 2:1 in the **Bibles** window or from the **Editors** window.
2. Click the **Study Notes** tab in the **Editors** window (lower right window, by default in e-Sword). Notice that the **Book**, **Chapter** and **Verse** (in the Editors window) automatically changes to the Bible verse you navigate to in the Bibles window.

TIP: The **Link**  icon synchronizes the verse in the Study Notes Editor with the verse you open in the **Bibles** window. If you want the Study Note window to display the Study Note for the Bible verse you've chosen, make sure the **Link** icon  is "pressed".

3. Type your notes for **Genesis 2:1**. Click the **Save**  icon to save your notes. It's a good idea to save your notes before navigating elsewhere in e-Sword.

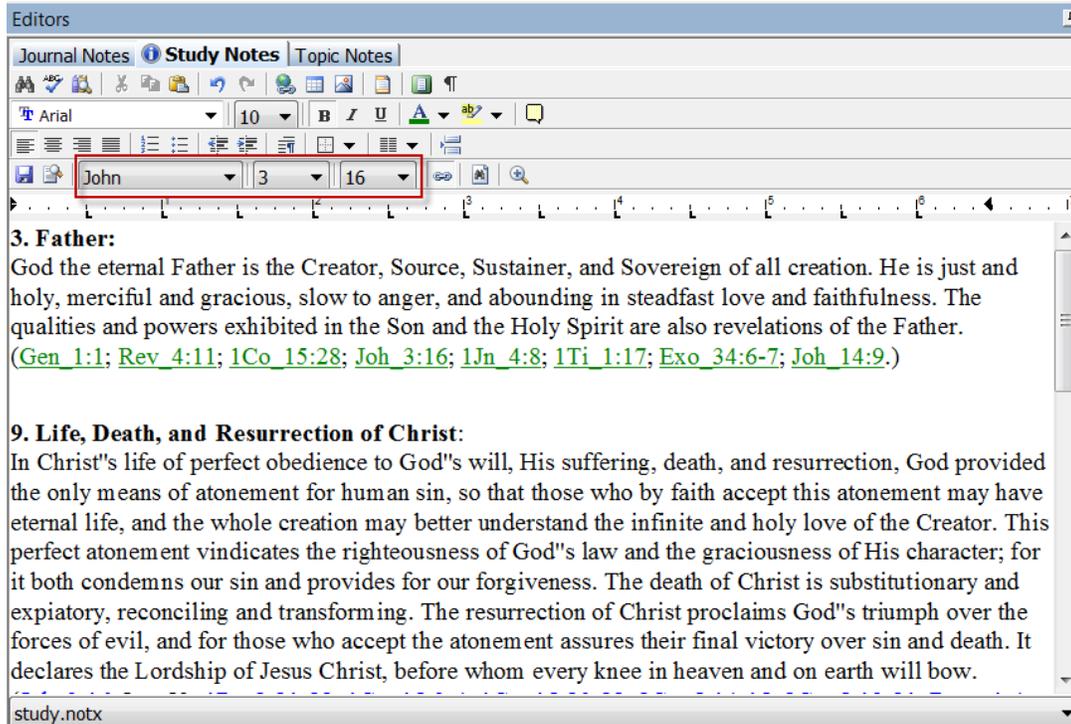


TIP: You can create popup Scripture "ToolTips" in your own Notes! Just select an existing verse reference, like John 3:16, and click the **Format Scripture Tooltip**  icon (or press Ctrl-J).

Editing a Study Note

You can edit any Study Note you previously wrote:

1. Navigate to the verse in the **Editors** Window (see red box below):



2. Edit your study note and click the **Save**  icon to save your notes. It's a good idea to save your notes before navigating elsewhere in e-Sword.

Deleting a Study Note

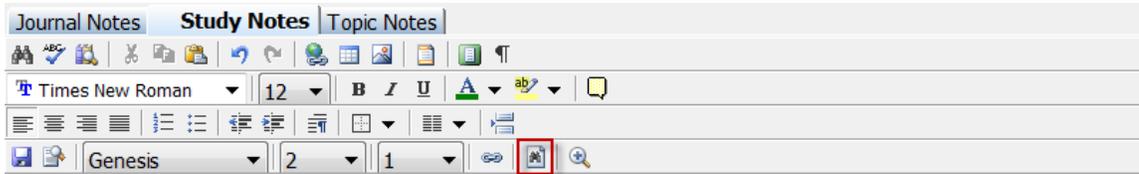
You can **delete** any Study Note:

1. Navigate to the verse with the Study Note you want to delete.
2. Select all the text in the window with the mouse or by pressing **Ctrl-A** key combination.
3. Press the **Delete** key to delete the Study Note. You can **undelete** the text by pressing **Ctrl-Z** key combination or clicking the **Undo**  icon.

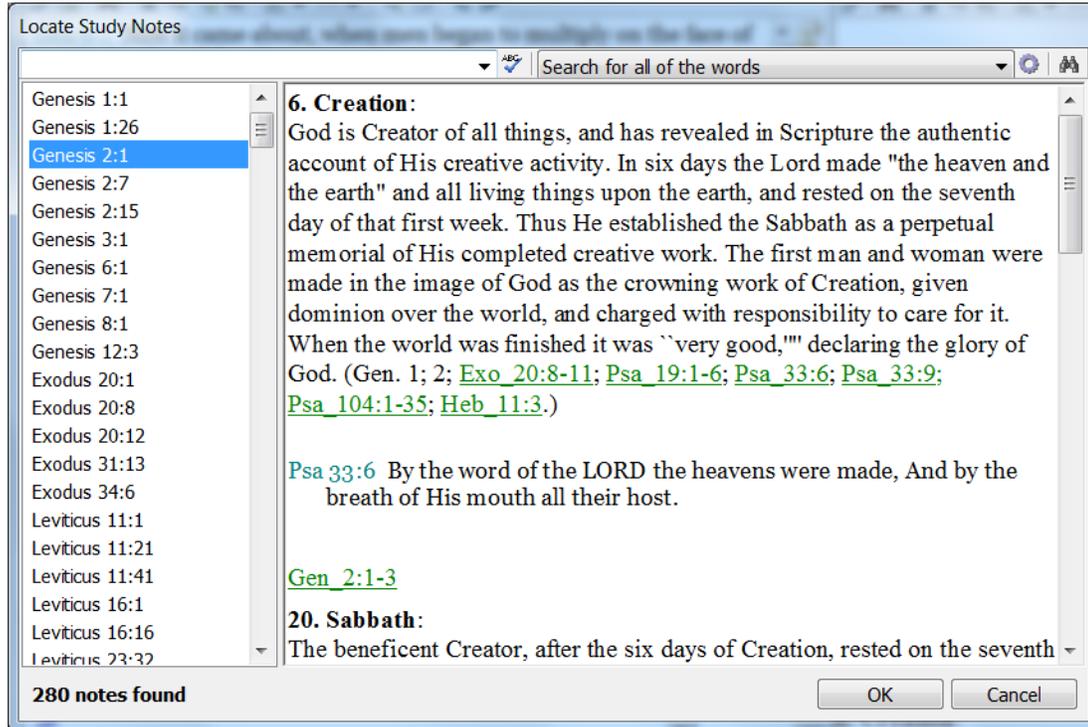
Viewing All Study Notes – Birds Eye View

If you want to **view all** of your Study Notes:

1. Click the **Locate Notes** icon:



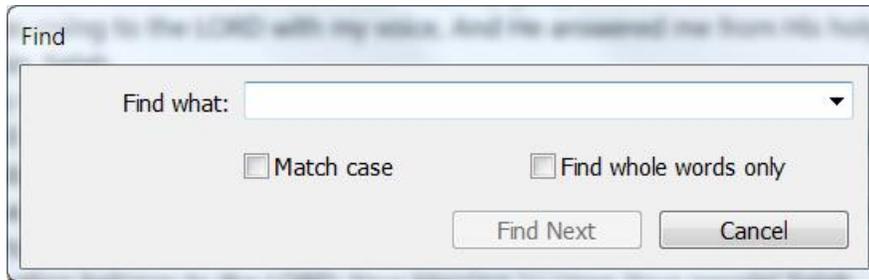
2. The **Locate Study Notes** window shows which verses contain **Study Notes**.
3. Click any verse in the left summary pane to display your study notes in the right window pane. The example below shows the study notes for Genesis 2:1.



Searching the Active Study Notes Window

You can search the active Study Notes window, including **all text in the Study Notes window**.

1. To search the active Study Notes window, click the **Find on Page**  icon in the **Study Notes** window.
2. Enter the search term(s) to find.



3. Click **Find Next** to find each occurrence in the text.
4. **Match case** makes the search case sensitive.
5. **Find whole words only** prevents e-Sword from matching partial words. For example, ticking this box prevents e-Sword from finding "mankind" when searching for "man".

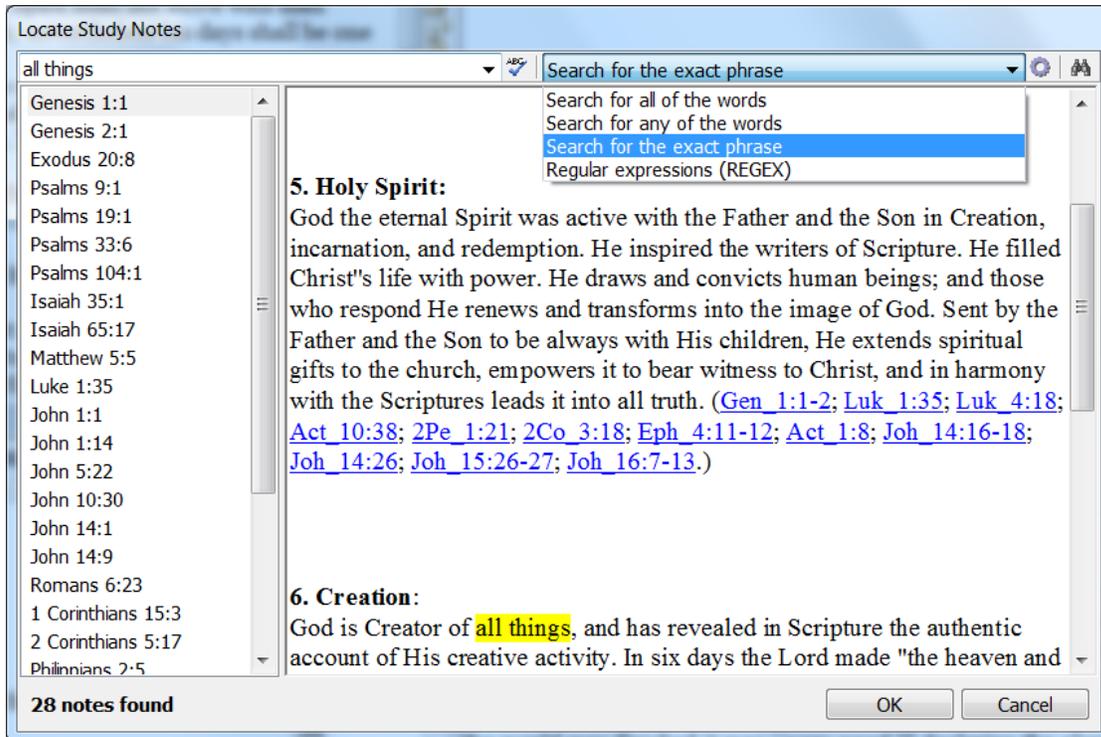
Searching Study Notes

To **search** your Study Notes:

1. Click the **Locate Notes** icon  in the **Study Notes Editor**.



2. The **Locate Study Notes** window appears, as shown below. Type the search word(s) in the first field. Not sure how to spell your search terms? Take your best guess and then click the **spell check** icon .

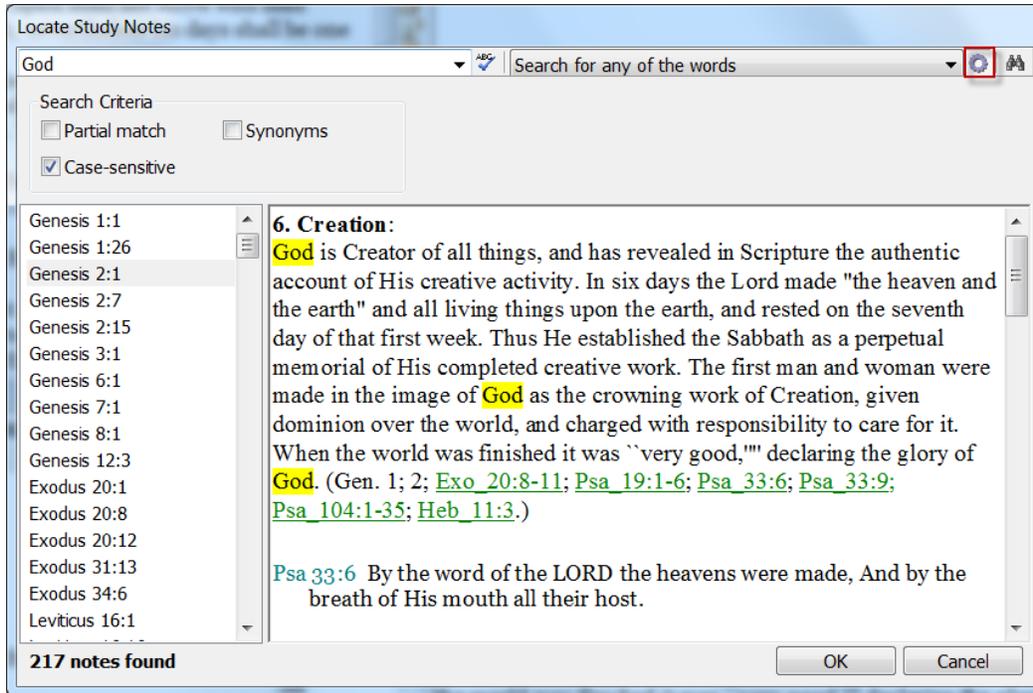


3. In the screenshot above, we typed, "**all things**" in the search box.
4. We selected **Search for all of the words** from the drop down menu to find only Study Notes with all words from our search phrase.
5. Click the **Search icon**  in the upper, right corner of this window. The search results are categorized by section on the left, as shown above.
6. After reviewing the search results, press the **OK** button. This closes the search window and displays the full text of the Study Note you chose.

TIP: If we selected, **Search for any of the words**, e-Sword would have displayed search results with both words from our search phrase ("all" and "things"). Study Notes would have been shown if they contained the word "all" and "things" as separate words anywhere in the Study Note. Be careful how you refine your search.

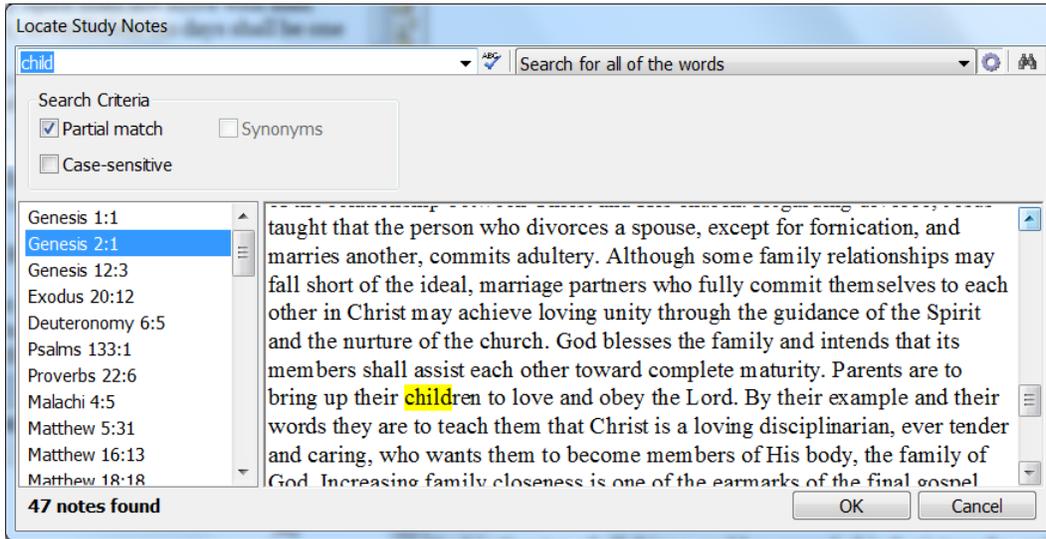
Additional Search Options Wheel

For an even more specific search, click the **search wheel**, (shown in red below). You may use this more specific search with or without **Regular Expressions**, discussed in [Chapter 22](#).

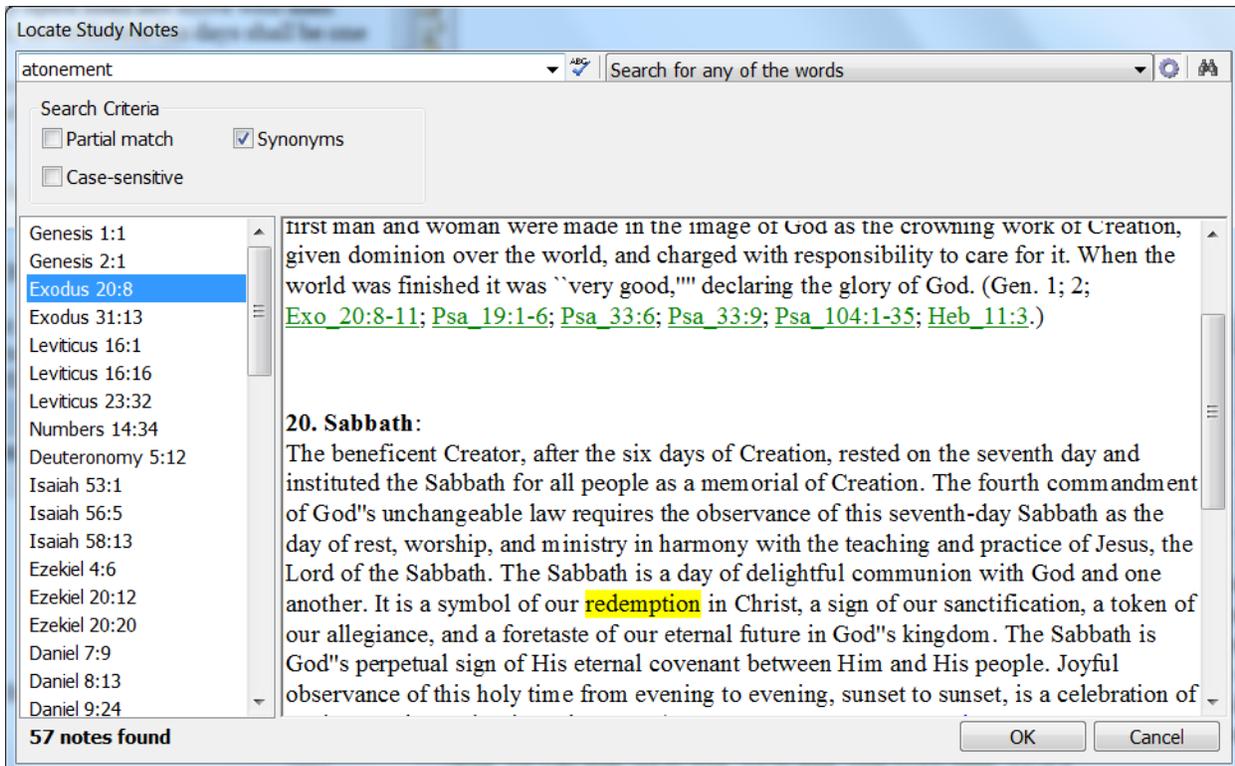


Case Sensitive: When checked, this option will make your search **case sensitive** to find “god” with a lower-case “g” (see above).

Partial Search: Below, we searched for "child". Notice the results for variations of our search phrase, including "child", "children", "childless", etc. (see below).



Synonyms: You can search for your search phrase *and* synonyms of your search phrase. In the example below, the synonyms found include, "redemption" and several others off-screen. The synonym box will be grayed-out (unavailable) unless **Search for any of the words** is chosen (see below).

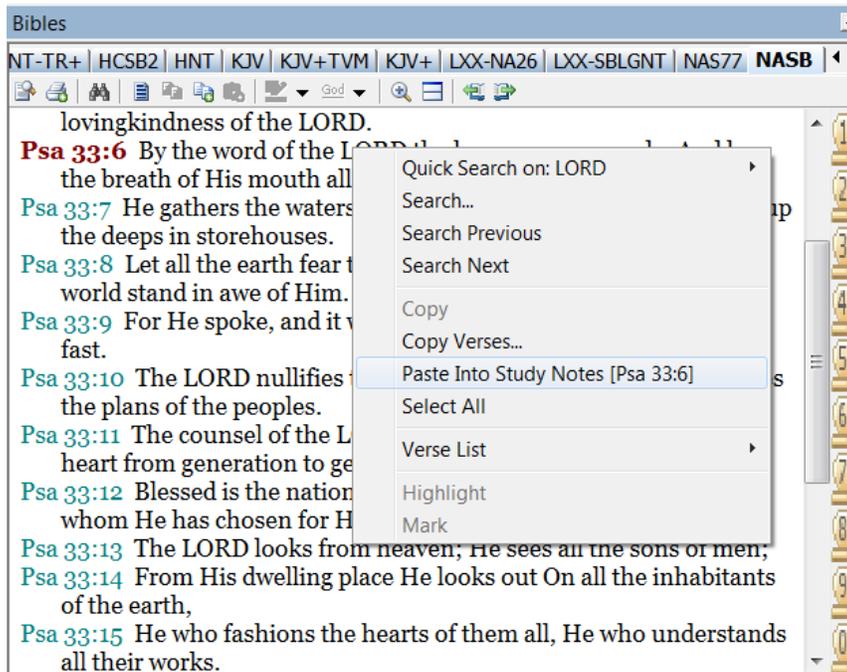


Copying from the Bible to Your Study Notes

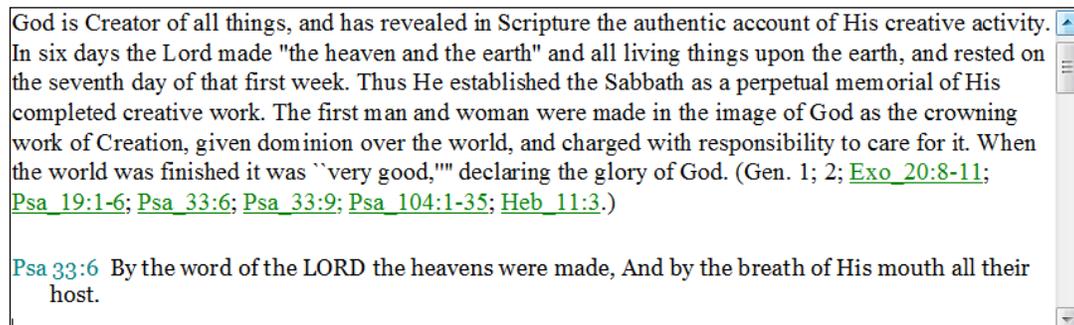
In addition to copying with this method, you can also apply **formatting to copied verses** with the **Copy Verses** command documented in the [Chapter 3, "The Bible Windows In-Depth"](#).

To copy **Psalms 33:6** into the **Study Notes** for **Genesis 2:1**:

1. Navigate to **Genesis 2:1** in the **Study Notes Editor** window. **Left-click** the mouse where you want to paste the verse.
2. Deselect the **Link** icon  in the **Study Notes Editor** window and navigate to **Psalms 33:6** in the **Bible** window.
3. **Right click** the verse in the **Bible** window and select **Paste Into Study Notes**. (To paste more than one verse, select the verses you want to paste before right-clicking and choosing **Paste Into Study Notes**.)



4. The verse appears in your Study notes.



Copying from Other Windows to Study Notes

When copying from the other windows, such as the **Commentaries, Dictionaries, Reference Library, etc.** to the **Study Notes** editor, you have two options:

1. Copy the entire text to the **Study Notes** window.
2. Copy an excerpt of the text to the **Study Notes** window.

Copying the Entire Text

1. Place your cursor in the **Study Notes** window where you want the copied text to appear.
2. Find the window containing the text you want to copy.
3. Click the **Select All**  icon or right click anywhere in the text and choose **Select All** from the menu. The complete text appearing in the window will be highlighted.
4. With the text still selected, **right-click** and select **Paste into Study Notes** (be sure your Study Notes are open to the correct verse). The selected text will be copied into your Study Notes at the location where you last placed your cursor.

Copying an Excerpt

1. Place your cursor in the **Study Note** window where you want the copied text to appear.
2. Find the window containing the text you want to copy.
3. Select the part of the text you want to copy to **Study Notes** by highlighting (**left click** the mouse and drag to select) the text.
4. **Right-click** and select **Paste into Study Notes**. Only the selected text will paste.

Importing and Exporting Study Notes

e-Sword lets you **import** data (text, images, tables, etc.) into Study Notes. You can also **export** your Study Notes to other file formats.

The **import** option includes (or imports) text into your Study Notes from other files. You can import the following file types: **html**, **doc** (Microsoft Word), **rtf** (Rich Text Format), and **txt** (plain text).

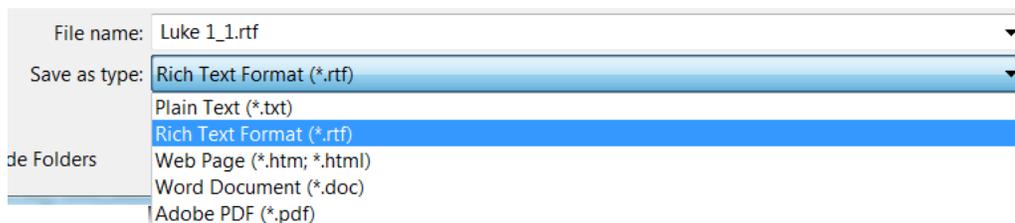
To import a file:

1. Select a **verse** from the **Study Notes Editor**. The text you import will appear in this Study Note.
2. While pressing the **Ctrl** key, **right-click** the mouse. Click the **Import** button.
3. Navigate to the folder containing the file to import, select the file, and click **Open**.
4. The text from your document will appear in the verse you selected in Step 1 above.

The **export** option creates an external file (separate from e-Sword) containing your Study Note. You can export the following file types: **html**, **doc** (Microsoft Word), **rtf** (Rich Text Format), **txt** (plain text), and **pdf**.

To export a Study note:

1. Select the Study Note you want to export by navigating to that verse in the **Study Notes Editor**.
2. While pressing the **Ctrl** key, **right-click** the mouse. Click the **Export** button.
3. Navigate to the folder that will contain your exported file, provide a name for your file, and click **save**. You may need to adjust the “Save as type” setting to specify the file format e-Sword uses to export your data.

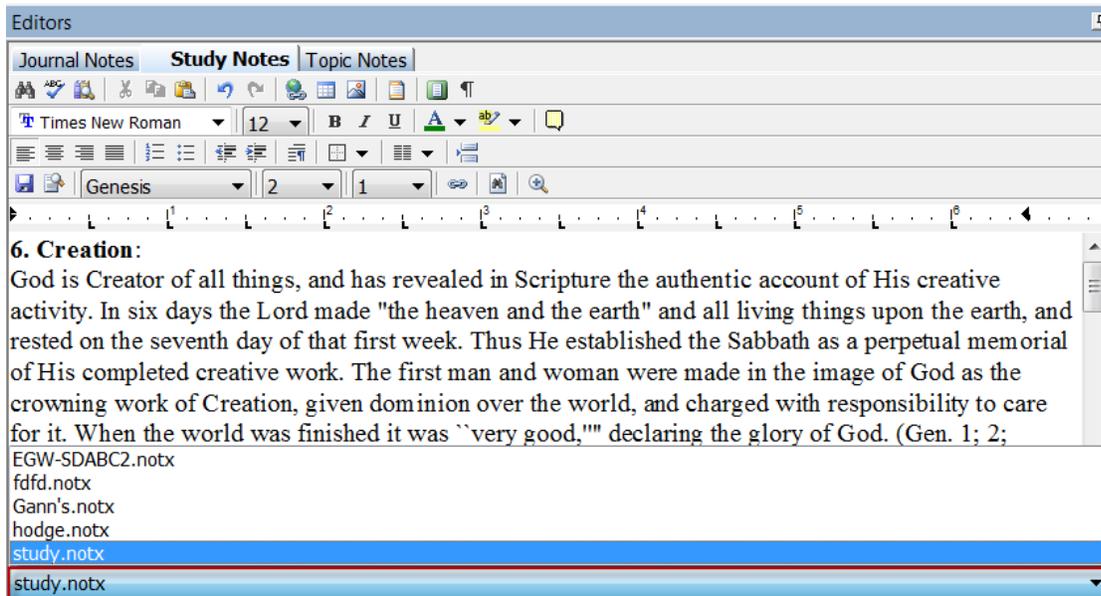


Managing More than One Study Notes File - Advanced

Advanced users may want to create and edit more than one Study Notes file.

The default name for the Study Notes file is “**study.notx**” and it’s typically stored in “**My Documents\e-sword**”, or the location of your e-Sword user folder. This configuration meets the needs of the **majority** of e-Sword users. If you do not need additional files or do not feel comfortable with the instructions that follow, you may not need this functionality.

At the bottom of the screen below, notice the popup menu, outlined in red. The default Study Note file, **study.notx**, is the currently selected file. To view a different file, select the Study Note from the menu.



Creating a New Study Notes File

To **create** a new Study Notes file:

1. While pressing the **Ctrl** key, **right-click** the mouse in the Study Notes Window.
2. Click the **New** button.
3. Specify a **filename** and click the **Save** button.
4. The Study Notes file shown at the **bottom of the screen** above will **change** to the **filename** you chose in step 3. You now have a **new, blank** Study Notes file.

Opening a Study Notes File

To **open** a new Study Note file:

WARNING: If you open a file from a **different folder location**, the Study Notes Editor shows only the Study Note files from that folder in the popup menu at the bottom of the Editor window. That means the popup menu will show only the filenames in the folder where you opened the file.



1. While pressing the **Ctrl** key, **right-click** the mouse in the Study Notes Window.
2. Click the **Open** option from the menu.
3. Choose a **filename** and click the **Open** button.
4. The Study Notes file shown at the **bottom of the screen** above **changes** to the **filename** you selected in step 3.

Changing Where e-Sword Reads Study Notes - Advanced

Most users *do not* need to change where e-Sword reads Study Notes files. *Advanced users* may want to read from a different location. And some users who upgrade from a previous version may have changed where e-Sword reads Study Notes files.

By default, all the Editors read from the e-Sword user folder, typically “My Documents\e-sword”.

To **change the folder** where the e-Sword reads Study Notes:

1. Click **Options** on the main menu, and select **Resources**.
2. The **User Files Location** contains the path to your e-Sword user folder.

WARNING: Changing the folder the Study Notes Editor reads may result in you not being able to find your other Study Notes files. For example, if you have multiple Journal Notes files in one folder, but you change where e-Sword reads Study Notes files, you will not be able to view your other Study Notes files. In that situation, you must either change the folder where the Study Notes reads or move your Study Notes to the new folder.

Chapter 11: Topic Notes

The **Topic Notes** feature allows you to write topical notes about subjects that interest you, similar to notes some people make on blank pages at the end of their printed Bible. Here, you can record your personal discoveries and conclusions about different subjects in the Bible. Topic Notes are **subject-based**.

My default, e-Sword creates the file “**topic.topx**” in your e-Sword user folder, usually “My Documents\e-Sword”, to store your topic entries.

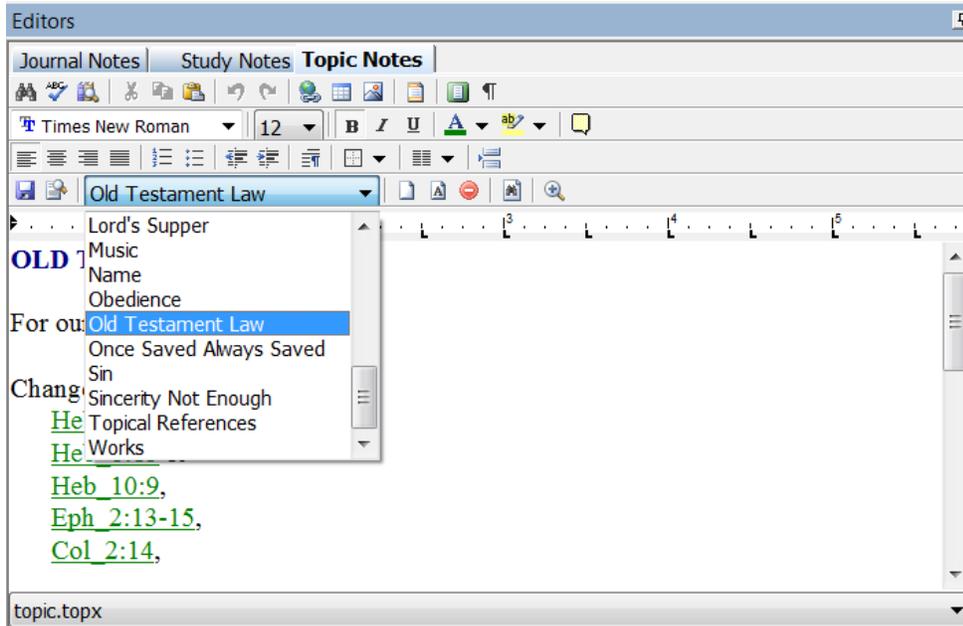
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Viewing Resources: Topic Editor or Reference Library?

In previous versions of e-Sword, the **Topic Notes Editor** displayed third party **Topic Notes** (Topic Notes you downloaded). Now, this material is viewed through the **Reference Library** instead of the Topic Notes Editor.

By comparison, the **Topic Notes Editor** is now for your *personal* topical notes (topical notes you wrote), just like the **Journal Notes** are for your personal journal notes and the **Study Notes** are for your personal study notes.



e-Sword 9 Users: Can't Find your Topic Notes?

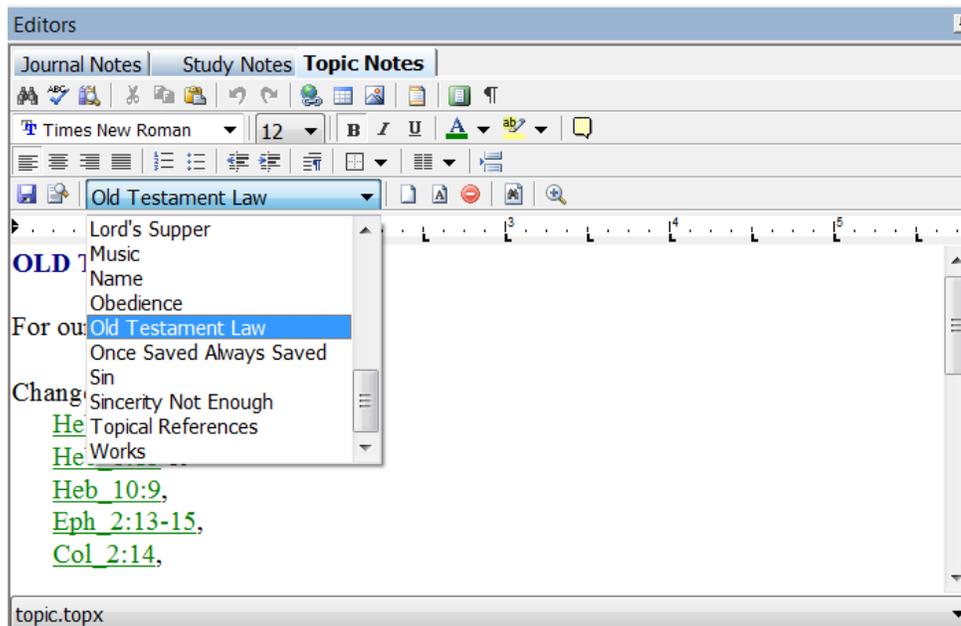
If you **upgraded from e-Sword 9** and **cannot find** your Topic Notes, you most likely stored your Topic Notes in the “program files\e-sword” folder. You can view those Topic Notes from the Reference Library, see [Chapter 13](#). You can control where the Reference Library looks for resources by reading the [Changing Your e-Sword Resources and Files Location](#) section.

Topic Notes you need to edit: move these files to your **e-Sword user** folder, usually “My Documents\e-Sword”. If necessary, follow the instructions in “[Changing Where e-Sword Reads Topic Notes](#)” so e-Sword reads the proper folder to display your Topic Note files.

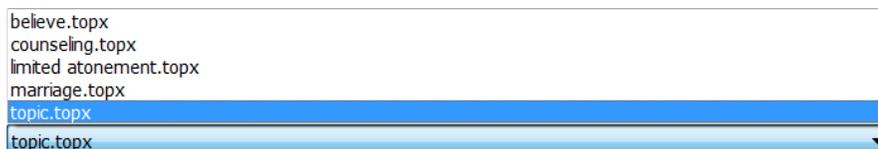
Topic Notes you only need to view: move these files to your e-Sword install folder, usually “Program Files\e-Sword”. Then view them from the Reference Library (see [Chapter 13](#)).

Viewing Your Topic Notes

- To **view all** of your Topic Notes, click the **Topic Menu**, shown below.
- To view a **specific** topic, **left-click** the topic with the **mouse**.



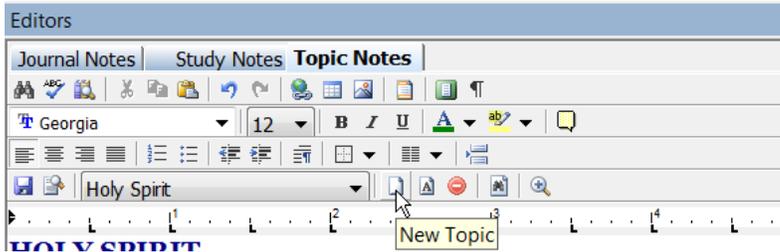
- If you have **multiple Topic files**, view a **different Topic file** by clicking the popup menu at the bottom of the Editor window.



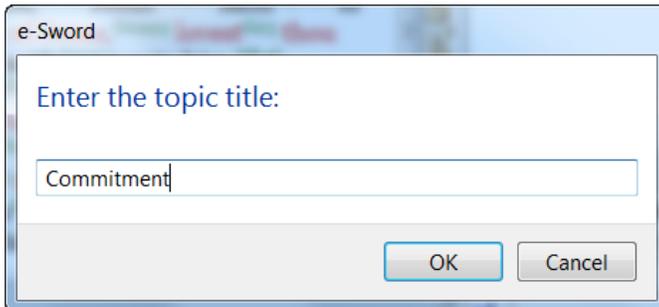
Creating a Topic Note

To **create** a topic note:

1. Click the **New Topic**  icon in the **Editors** window.



2. Enter the **title** of the topic you want to create.



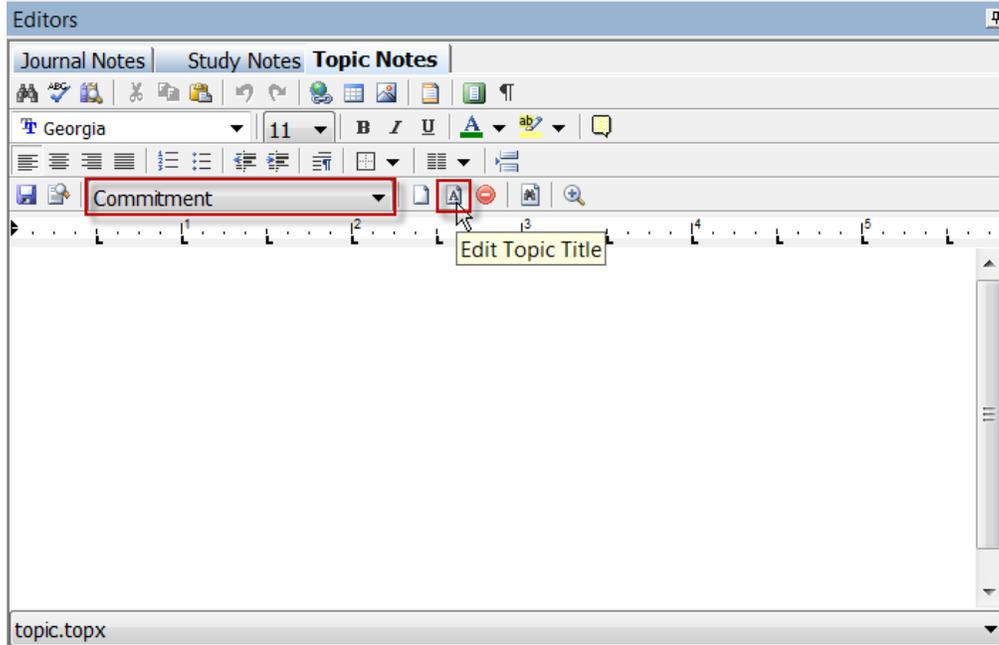
3. Notice the new entry topic title appears in the Editor toolbar.
4. Enter your notes for this topic. Click the **Save**  icon to save your notes. It's a good idea to save your notes before navigating elsewhere in e-Sword.

TIP: You can create popup Scripture "ToolTips" in your own Notes! Just select an existing verse reference, like John 3:16, and click the **Format Scripture ToolTip**  icon (or press Ctrl-J).

Editing a Topic Note

You can edit any Topic Note:

1. Navigate to the topic in the **Editors** window (see larger red box below):



2. Edit your topic note and click the **Save**  icon to save your notes. It's a good idea to save your notes before navigating elsewhere in e-Sword.
3. Click the **Edit Topic Title** icon (smaller red box above).
4. A window will appear allowing you to change the name of the topic title. Click the **OK** button to save changes or **CANCEL** to cancel changes.

Optimizing Topic Notes Files with Images

[Chapter 8, “Introduction to the Editors”](#), explains how to use and embed images in the Notes Editor.

How Image Bloat Happens

If you insert and then remove images from a Topic Note, the size of the file may become unnecessarily large. e-Sword uses the SQLite database format to store Topic Note data. When you insert an image, the size of the database expands to accommodate the image data.

When you delete the image from a Topic Note, the database does not automatically contract. Even though the image is deleted, the database is still the same size! This wastes system resources and if you distribute the module to others, the module requires more downloading time and bandwidth.

Removing Image Bloat

e-Sword **compacts** the Topic Notes **database** when you **delete** a topic note.

To make sure your Topic Notes module is the smallest size possible:

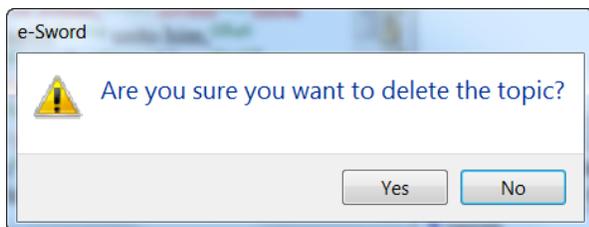
1. Click the **New Topic**  icon.
2. Enter the **title** of the topic you want to create.
3. Click the **Delete Topic**  icon to delete the topic you just created.

You should not worry about this issue if you occasionally use images in your personal Topic Notes. However, if you **make modules for downloading by other people**, you might consider making this a standard practice to produce the smallest files possible.

Deleting a Topic Note

Make sure that the topic you want to delete appears in the text box of the drop down list. Click the **Delete Topic**  icon.

The following dialog box appears:

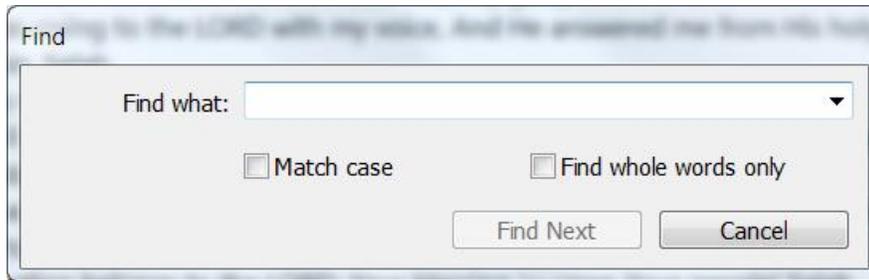


If you are sure you want to delete the topic, click **OK**. Otherwise, click **No**. *You cannot undelete or undo this action!*

Searching the Active Topic Notes Window

You can search the active Topic Notes window, including **all text in the Topic Notes window**.

1. To search the active Topic Notes window, click the **Find on Page**  icon in the **Topic Notes** window.
2. Enter the search term(s) to find.

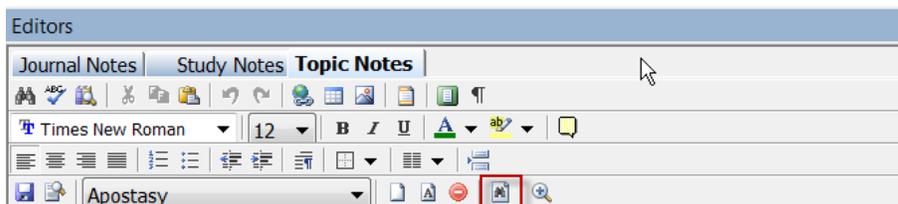


3. Click **Find Next** to find each occurrence in the text.
4. **Match case** makes the search case sensitive.
5. **Find whole words only** prevents e-Sword from matching partial words. For example, ticking this box prevents e-Sword from finding "mankind" when searching for "man".

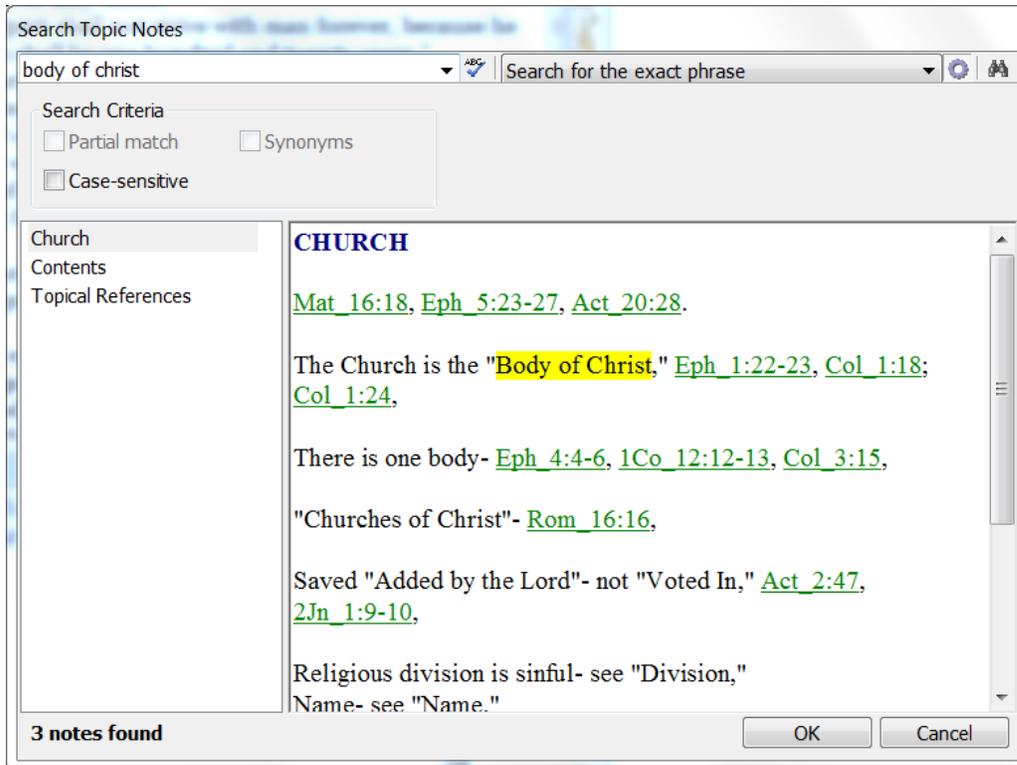
Searching Topic Notes

To **search** your Topic Notes:

1. Click the **Locate Notes** icon  in the **Topic Notes Editor**.



2. The **Locate Topic Notes** window appears. Type the search word(s) in the first field. Not sure how to spell your search terms? Take your best guess and then click the **spell check** icon .

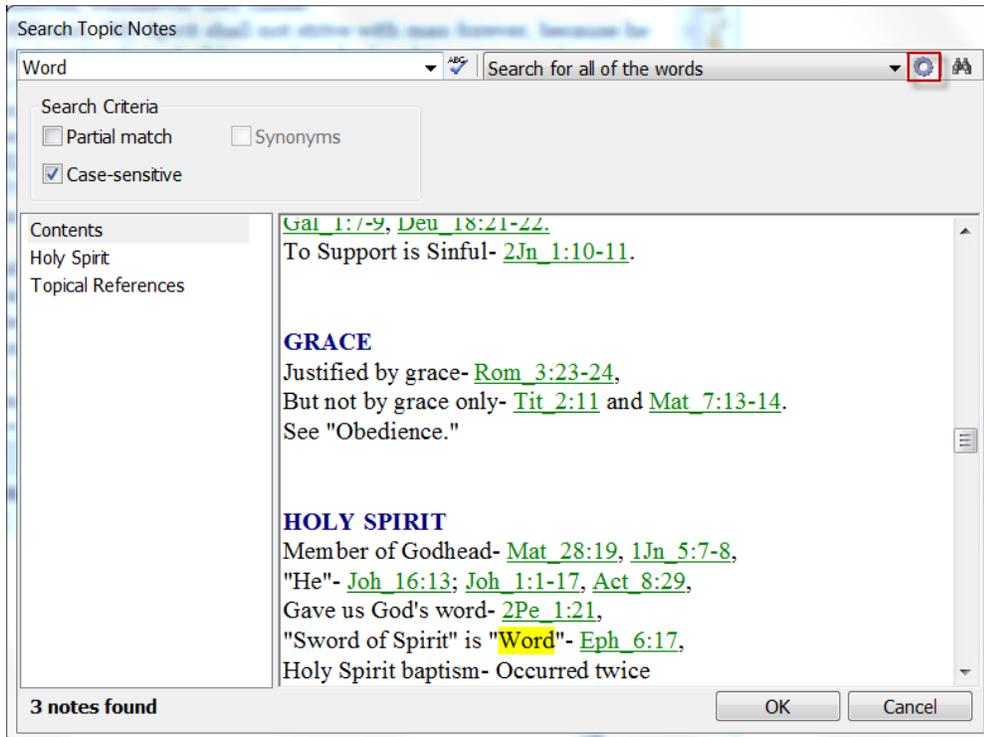


3. In the screenshot above, we typed, **"body of Christ"** in the search box.
4. We selected **Search for all of the words** from the drop down menu to find only Topic Notes with all words from our search phrase.
5. Click the **Search icon**  in the upper, right corner of this window. The search results are categorized by topic on the left, as shown above.
6. After reviewing the search results, press the **OK** button. This closes the search window and displays the full text of the Topic Note you chose.

TIP: If we selected, **Search for any of the words**, e-Sword would have displayed search results with all words from our search phrase ("body" and "of" and "Christ"). Topic Notes would have been shown if they contained all the words as separate words anywhere in the Topic Note. Be careful how you refine your search.

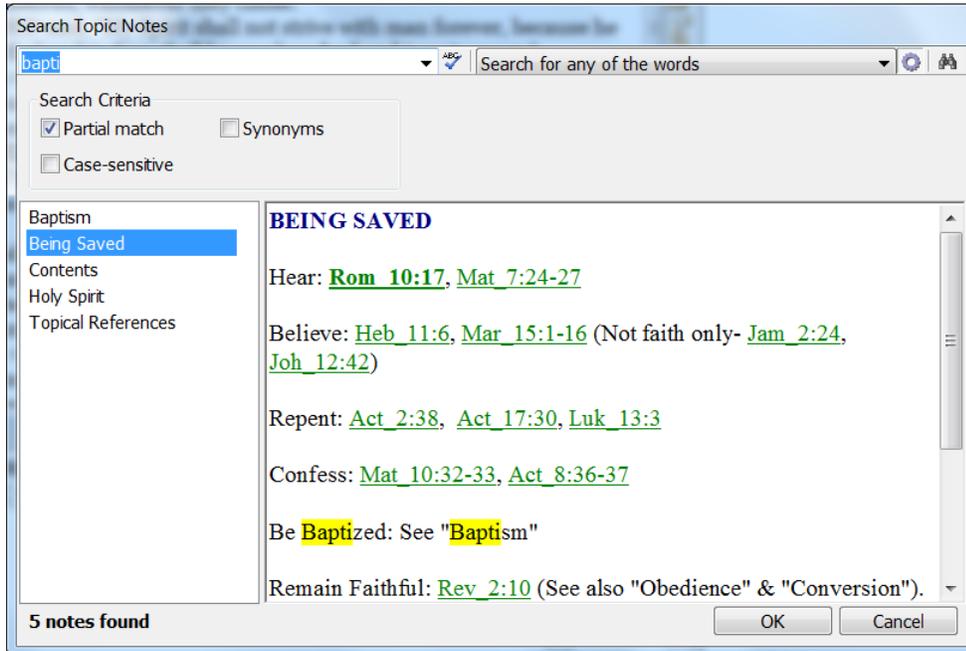
Additional Search Options Wheel

For an even more specific search, click the **search wheel**, (shown in red below). You may use this more specific search with or without **Regular Expressions**, discussed in [Chapter 22](#).

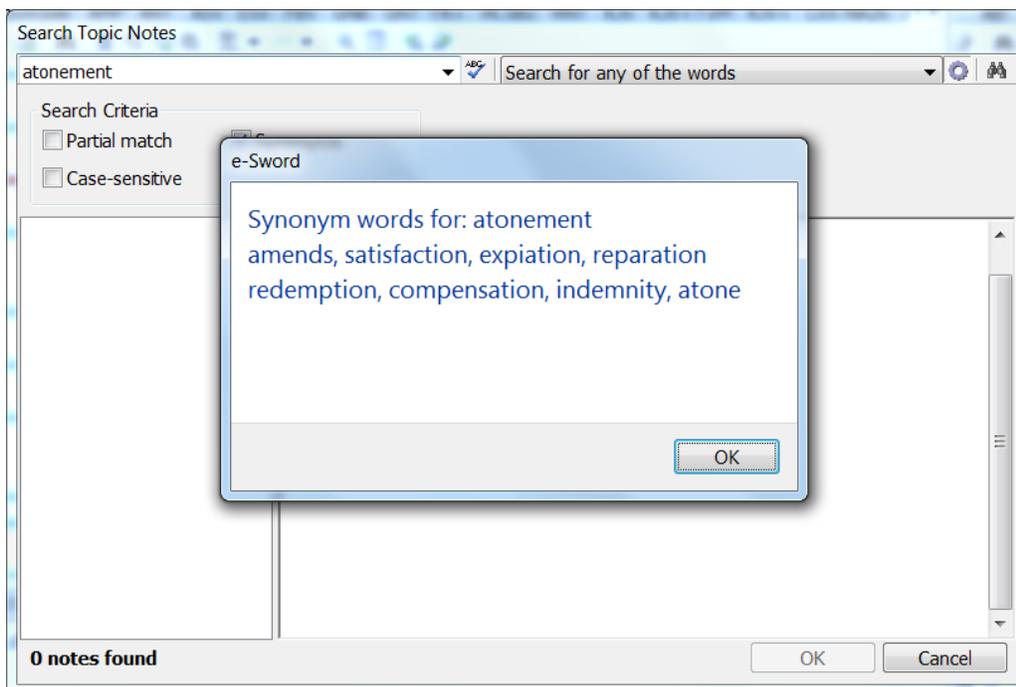


Case Sensitive: When checked, this option makes your search **case sensitive** to find "Word" with an upper-case "W" (see above).

Partial Search: Below, we searched for "bapti". Notice the results for variations of our search phrase, including "baptized", "baptism", "baptizing", etc. (see below).



Synonyms: You can search for your search phrase *and* synonyms of your search phrase. In the example below, the synonyms for atonement include, "redemption", "atone", etc. The synonym box will be grayed-out (unavailable) unless **Search for any of the words** is chosen (see below).

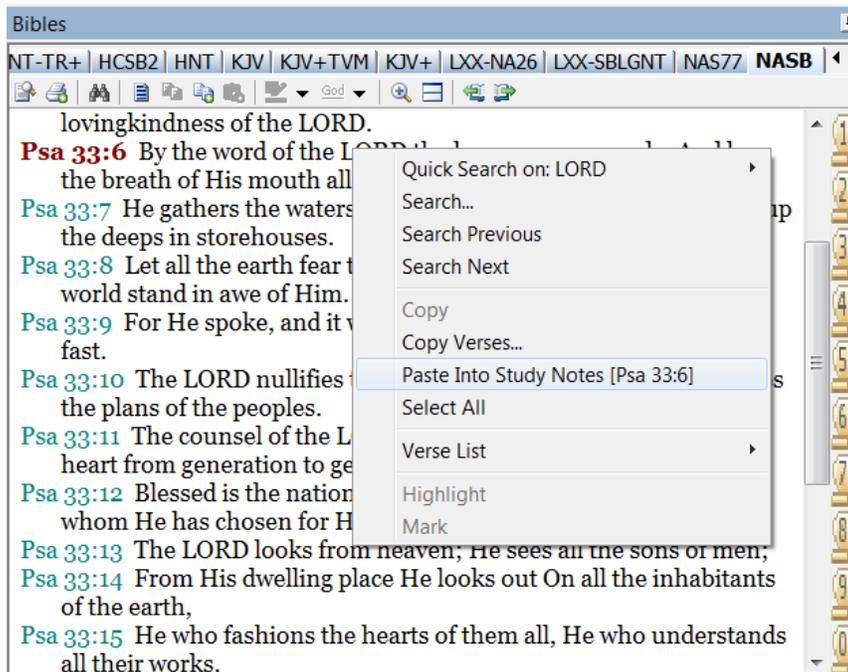


Copying from the Bible to Your Topic Notes

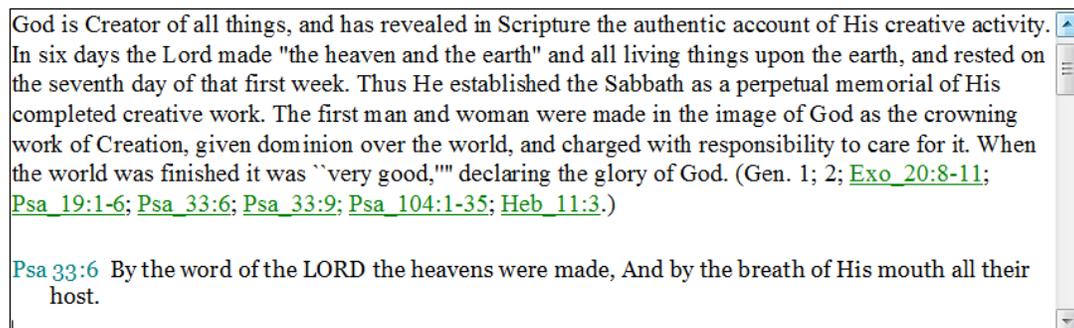
In addition to copying with this method, you can also apply **formatting to copied verses** with the **Copy Verses** command documented in the [Chapter 3, "The Bible Windows In-Depth"](#).

To copy **Psalms 33:6** into your **Topic Notes**:

1. Navigate to **Psalms 33:6** in the **Topic Notes Editor** window. **Left-click** the mouse where you want to paste the verse.
2. **Right-click** the verse in the **Bible** window and select **Paste Into Topic Notes**. (To paste more than one verse, select the verses you want to paste before right-clicking and choosing **Paste Into Topic Notes**.)



3. The verse appears in your Topic Notes.



Copying from Other Windows to Topic Notes

When copying from the other windows, such as the **Commentaries, Dictionaries, Reference Library, etc.** to the **Topic Notes** editor, you have two options:

1. Copy the entire text to the **Topic Notes** window.
2. Copy an excerpt of the text to the **Topic Notes** window.

Copying the Entire Text

1. Place your cursor in the **Topic Notes** window where you want the copied text to appear.
2. Find the window containing the text you want to copy.
3. Click the **Select All**  icon or right click anywhere in the text and choose **Select All** from the menu. The complete text appearing in the window will be highlighted.
4. With the text still selected, **right-click** and select **Paste into Topic Notes** (be sure your Topic Notes are open to the correct verse). The selected text will be copied into your Topic Notes at the location where you last placed your cursor.

Copying an Excerpt

1. Place your cursor in the **Topic Note** window where the copied text should appear.
2. Find the window containing the text you want to copy.
3. Select the part of the text you want to copy to **Topic Notes** by highlighting (**left click** the mouse and drag to select) the text.
4. Right click and select **Paste into Topic Notes**. Only the selected text will paste.

Importing and Exporting Topic Notes

e-Sword lets you **import** data (text, images, tables, etc.) into Topic Notes. You can also **export** your Topic Notes to other file formats.

The **import** option includes (or imports) text into your Topic Notes from other files. You can import the following file types: **html**, **doc** (Microsoft Word), **rtf** (Rich Text Format), and **txt** (plain text).

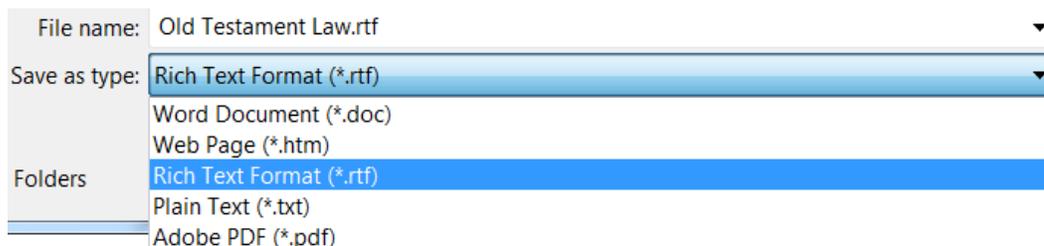
To import a file:

1. Select a **verse** from the **Topic Notes Editor**. The text you import will appear in this Topic Note.
2. While pressing the **Ctrl** key, **right-click** the mouse. Click the **Import** button.
3. Navigate to the folder containing the file to import, select the file, and click **Open**.
4. The text from your document will appear in the verse you selected in Step 1 above.

The **export** option creates an external file (separate from e-Sword) containing your Topic Note. You can export the following file types: **html**, **doc** (Microsoft Word), **rtf** (Rich Text Format), **txt** (plain text), and **pdf**.

To export a Topic note:

1. Select the Topic Note you want to export by navigating to that verse in the **Topic Notes Editor**.
2. While pressing the **Ctrl** key, **right-click** the mouse. Click the **Export** button.
3. Navigate to the folder that will contain your exported file, provide a name for your file, and click **save**. You may need to adjust the “Save as type” setting to specify the file format e-Sword uses to export your data.

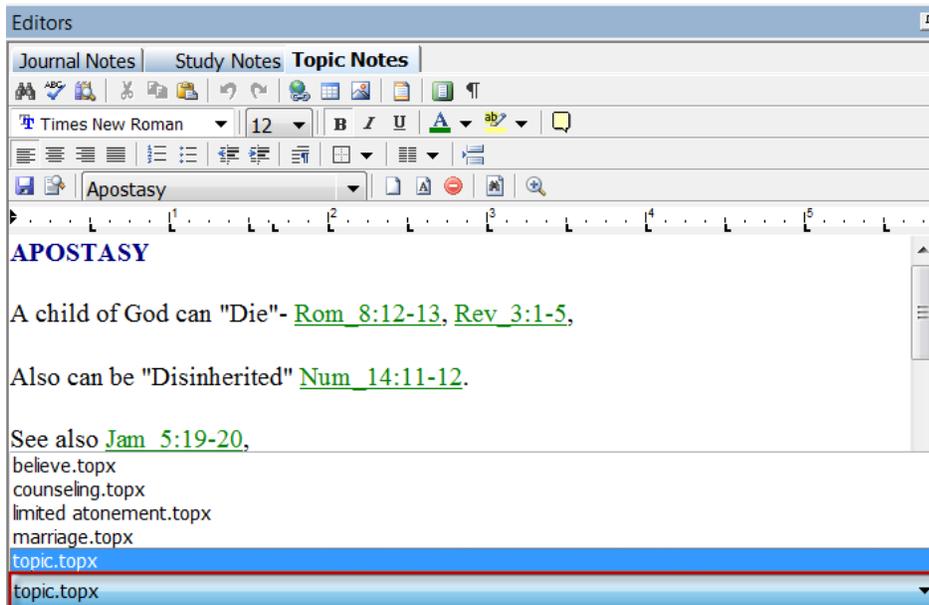


Managing More than One Topic Notes File - Advanced

Advanced users may want to create and edit more than one Topic Notes file.

The default name for the Topic Notes file is “**topic.topx**” and is typically stored in “**My Documents\le-sword**”, or the location of your e-Sword user folder. This configuration meets the needs of the **majority** of e-Sword users. If you do not need additional files or do not feel comfortable with the instructions that follow, you may not need this functionality.

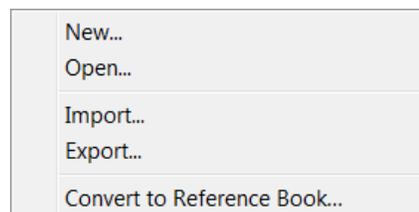
At the bottom of the screen below, the popup menu is outlined in red. The default Topic Note file, **topic.topx**, is the currently selected file. To view a different file, select the Topic Note from the menu.



Creating a New Topic Notes File

To create a new Topic Notes file:

1. While pressing the **Ctrl** key, **right-click** the mouse in the Topic Notes Window.
2. Click the **New** button.
3. Specify a **filename** and click the **Save** button.
4. The Topic Notes file shown at the **bottom of the screen** above **changes** to the **filename** you chose in step 3. You now have a **new, blank** Topic Notes file.
5. See the “[Creating a Topic Note](#)” section for instructions on adding a Topic Note to the Topic File.



Opening a Topic Notes File

To **open** a Topic Note file:

WARNING: If you open a file from a **different folder location**, the Topic Notes Editor shows only the Topic Note files from that folder in the popup menu at the bottom of the Editor window. That means the popup menu will show only the filenames in the folder where you opened the file.



1. While pressing the **Ctrl** key, **right-click** the mouse in the **Topic Notes** Window.
2. Click the **Open** option.
3. Choose a **filename** and click the **Open** button.
4. The Topic Notes file shown at the **bottom of the screen** above **changes** to the **filename** you selected in step 3.

e-Sword 9 Users: Can't Find your Topic Notes?

If you upgraded from e-Sword 9 and cannot find your Topic Notes, you most likely stored your Topic Notes in your "program files\e-sword" folder. You can view those Topic Notes from the Reference Library (see [Chapter 13](#)). Read [Changing Your e-Sword Resources and Files Location](#) to control where the Reference Library looks for resources.

In previous versions of e-Sword, the **Topic Notes Editor** displayed third party **Topic Notes** (Topic Notes you downloaded). Now, this material is viewed through the **Reference Library** instead of the Topic Notes Editor.

By comparison, the **Topic Notes Editor** is now for your *personal* topical notes (topical notes you wrote), just like the **Journal Notes** are for your personal journal notes and the **Study Notes** are for your personal study notes.

Topic Notes you need to edit: move these files to your **e-Sword user** folder, usually "My Documents\e-Sword". If necessary, follow the instructions in "[Changing Where e-Sword Reads Topic Notes](#)" so e-Sword reads the proper folder to display your Topic Note files.

Topic Notes you only need to view: move these files to your e-Sword install folder, usually "Program Files\e-Sword". Then view them from the Reference Library (see [Chapter 13](#)).

Changing Where e-Sword Reads Topic Notes - Advanced

Most users *do not* need to change where e-Sword reads Topic Notes files. *Advanced users* may want to read from a different location. And some users who upgrade from a previous version may have changed where e-Sword reads Topic Notes files.

By default, all the Editors read from the e-Sword user folder, typically “My Documents\e-sword”.

To **change the folder** where the e-Sword reads Topic Notes:

1. Click **Options** on the main menu, and select **Resources**.
2. The **User Files Location** contains the path to your e-Sword user folder.

WARNING: Changing the folder the Topic Notes Editor reads may result in you not being able to find your other Topic Notes files. For example, if you have multiple Topic Notes files in one folder, but you change where e-Sword reads Topic Notes files, you will not be able to view your other Topic Notes files. In that situation, you must either change the folder where the Topic Notes reads or move your Topic Notes to the new folder.

Reference Library (.REFX) Files

e-Sword supports a new file format for the **Reference Library**.

Reference Book files are identical to Topic files except Reference Book files are compressed to save disk space. If you distribute REFX files to other e-Sword users, Reference Book files cannot be edited or changed. One of the criticisms about Topic files has been that anyone can change the content of a Topic file, effectively “putting words in the mouth” of its author. The Reference Book format prevents such casual tampering.

When to Use Reference Book Files

You can **convert** your **Topic Notes** files (.topx) to **Reference Book** (.refx) format.

You are not required to convert your Topic Notes files to Reference Book format. *The Reference Library will read Topic Notes files **and** Reference Book files.*

If you simply want to view your Topic Notes in the Reference Library, copy the Topic Note files to your e-Sword resource folder, usually “c:\program files\e-sword”. You can control where the Reference Library looks for resources by reading the [Changing Your e-Sword Resources and Files Location](#) section.

Why Convert to Reference Book Files Then?

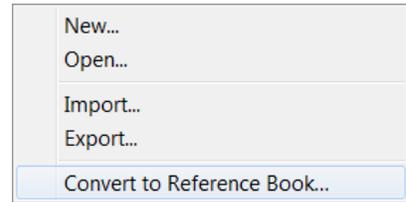
Most of the time, users will *not* need to create Reference Book files. **Reference Book files** should be used in **three situations**:

1. You **do not want your content changed**. Or if your **content is copyrighted** and you do not want the material easily distributed beyond e-Sword.
2. You used e-Sword’s new image/picture functionality and the **resource is large** because of the added pictures. The REFX format **compresses the data**. In one test, a 4mb file compressed to 600kb, a reduction of about 7 times! Smaller files require less hard drive space, less computer memory, and generally help e-Sword run faster.
3. You **lack the technical skills to copy** your Topic files to the e-Sword resource folder, usually “c:\program files\e-sword”. During the conversion to Reference Book format, the converted REFX files are moved to your e-Sword install folder.

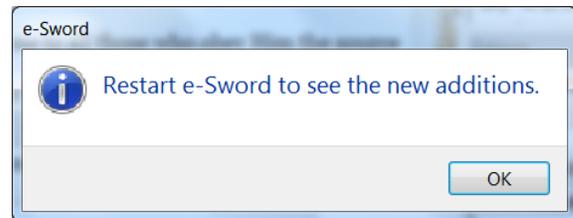
How to Convert Topic Notes to Reference Book Format

To convert Topic Notes to Reference Book format:

1. While pressing the **Ctrl** key, **right-click** the mouse in the Topic Notes window.
2. Click the **Convert to Reference Book** option.
3. Choose where to save the REFX module. You should choose your e-Sword installation folder, usually c:\program files\e-Sword, unless you changed the location where e-Sword reads modules. See the [Changing Your e-Sword Resources and Files Location](#) section if necessary.
4. A confirmation box tells you to restart e-Sword to see the Reference Library book in the Reference Library.



Note that you will only see the new REFX module if you saved the module in your [e-Sword Resources and Files Location](#) folder.



Chapter 12: The Dictionaries Window

e-Sword provides a Dictionaries window so you can reference definitions of words and Strong's numbers while using e-Sword.

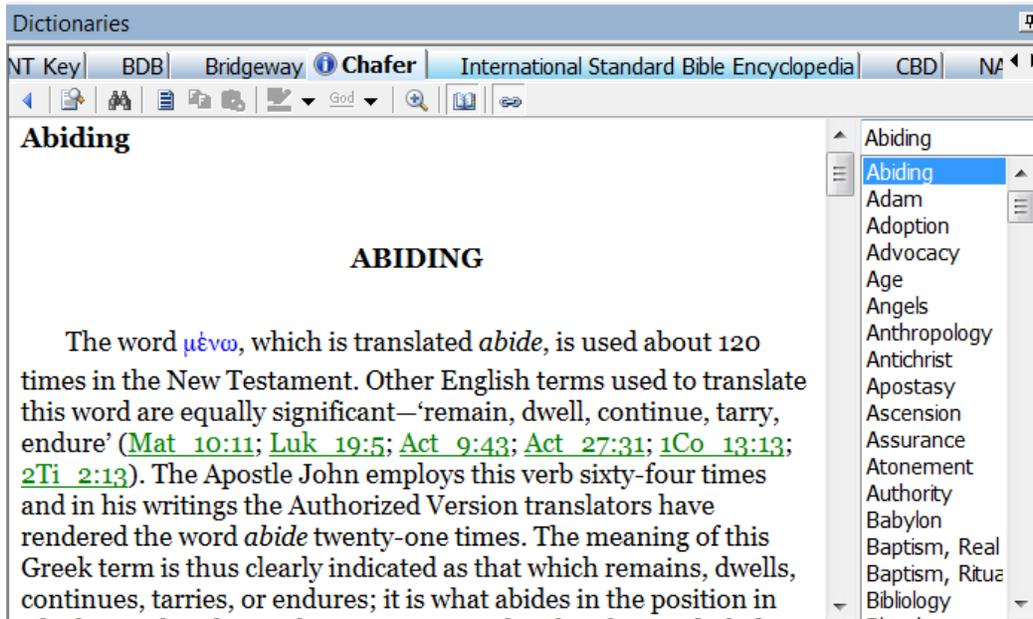
e-Sword extends dictionary functionality beyond the traditional term/definition format. For example, the "Nave's Topical Bible" (Nave) and "Torrey's New Topical Textbook" (Torrey) are specialty dictionary modules. These excellent resources contain many cross references, perfect for conducting in-depth studies on specific Biblical topics.

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Viewing Strong's Number Definitions in the Dictionary Window	169
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Searching More Than One Dictionary Simultaneously	171

Using Dictionaries

When you click a word in any tab or window in e-Sword, all dictionaries containing information about the selected word will display the blue (i) **Information Icon** (see the Chafer tab below with the blue icon). The word you click does not need to be a hyperlink or tooltip link. The word can be normal text.



TIP: If the Dictionary window stops displaying new information when you click words, make sure the **Link** icon  is pressed. Also remember that a dictionary may not necessarily have a definition for every word.

Topics List and Performance

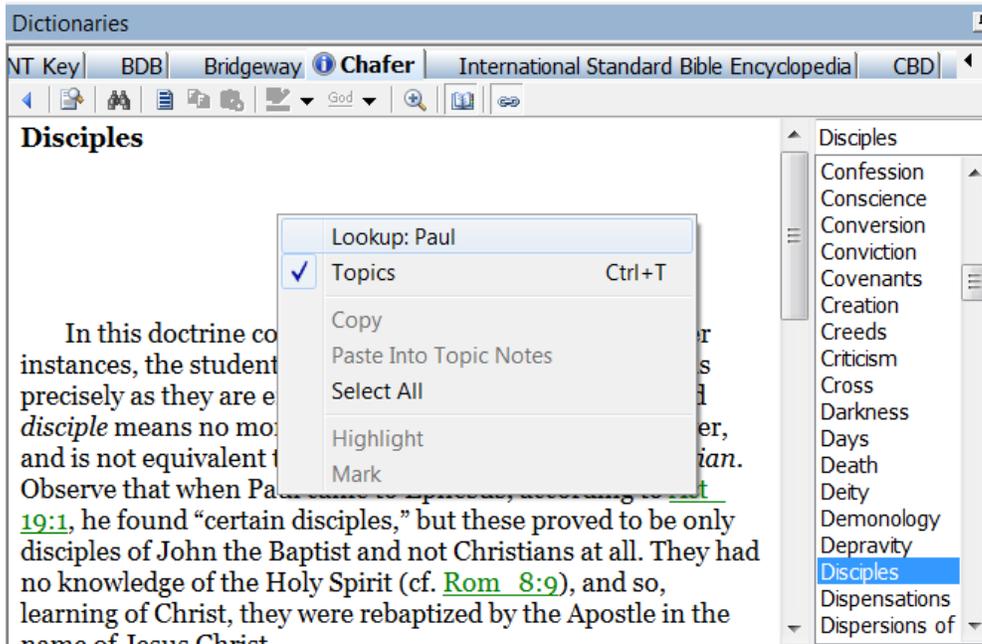
If your dictionary view does not contain a list of entries (see the list above beginning with “Abiding”), click the **Dictionary Topics**  icon. By default, the **Dictionary Topics** icon is already pressed.

PERFORMANCE TIP: If a dictionary reacts or performs slowly, **disable** the display of Dictionary Topics. If enabled, the Dictionary Topics display must load before you can use the dictionary. This can make switching between resource tabs slow for large dictionaries.

Quick Lookup Inside the Dictionary

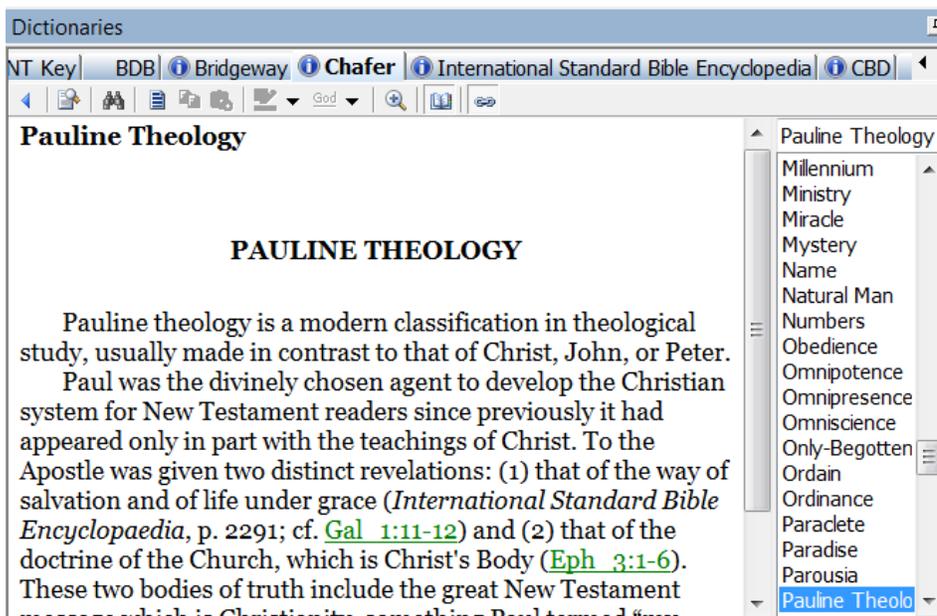
While using a dictionary, you may want to lookup a word appearing in the text of the dictionary itself.

1. **Right-click** the word to display the following menu options:



2. Click **Lookup** and the definition displays in your current dictionary (if available) and the blue (i) **Information Icon** appears for other dictionaries with matching entries.

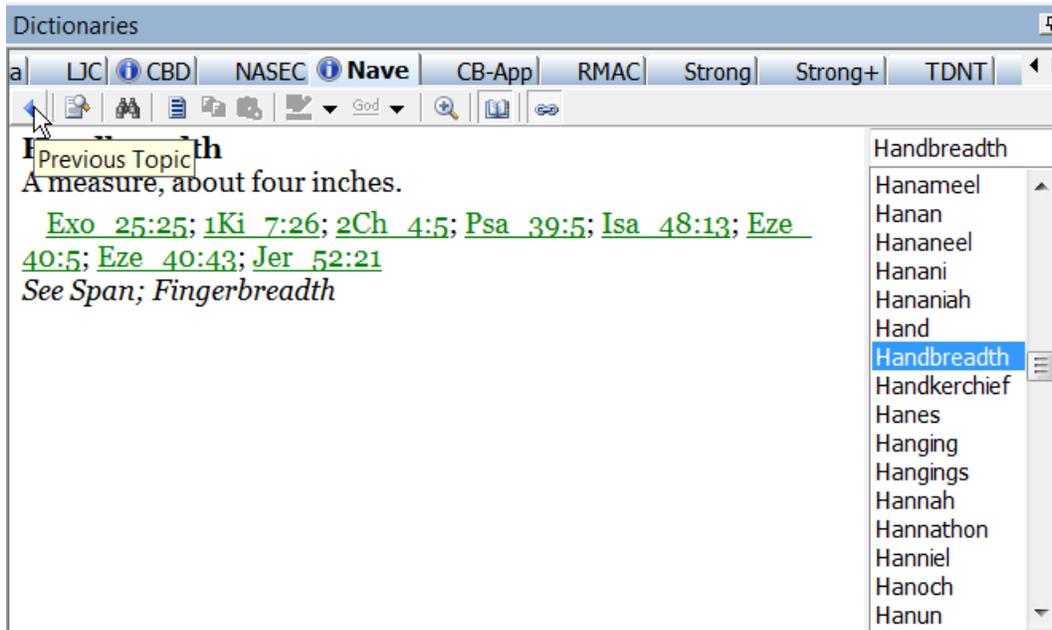
TIP: You can **bypass** the context menu shown above. While pressing the **Ctrl** key, **click a word** in the dictionary to view its definition.



Viewing Dictionary Search History

e-Sword “remembers” which dictionary entries you viewed this session. To cycle back through previous entries, click the **blue back arrow**  at the beginning of the **Dictionaries** toolbar.

If you viewed entries from more than one dictionary, the dictionary tab view will not automatically change. The blue (i) **Information Icon** appears in the dictionary tabs with matching entries to your previous queries.



Viewing Strong's Number Definitions in the Dictionary Window

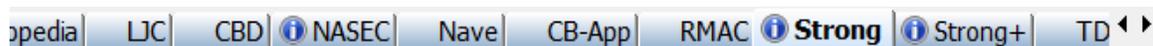
The study of **Hebrew** and **Greek** text, without first learning Hebrew or Greek, is one of e-Sword's most powerful features. This is accomplished through the **Strong's number system**. James Strong assigned every unique Hebrew and Greek word in the Bible a number. Thanks to Strong's numbers, we are able to easily search the Scriptures to locate Hebrew and Greek words.

Strong's Number Basics

The Old Testament was written in Hebrew, and the New Testament was written in Greek. The Strong's numbering system formats the Old Testament in Hebrew with an “**H**” in front of the number and the New Testament Greek with a “**G**” in front of the number. For example, the reference, “H430,” refers to Old Testament. “G430” represents a word in the New Testament and has no correlation to the Hebrew “H430” word.

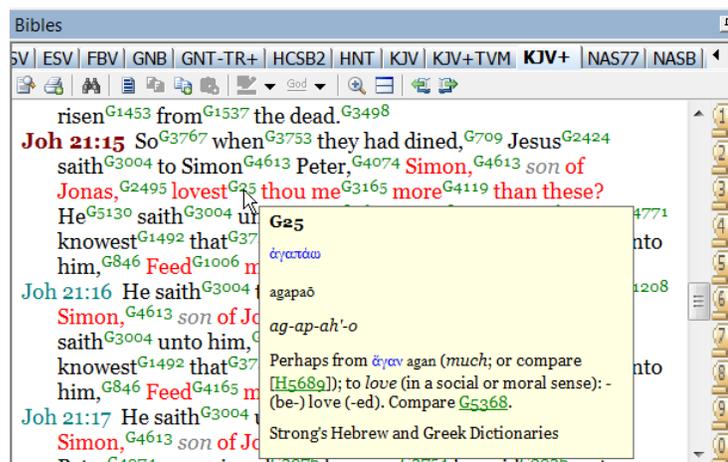
When you find a Strong's number elsewhere in e-Sword, you can view the definition in the Dictionary window:

1. Confirm the **link**  icon is “pressed”.
2. Click the Strong's number.
3. The blue (i) information icons appear on the resource tabs of the **Dictionaries** window (be sure the **link** icon  is selected).



TIP: Strong's numbers can be **viewed without leaving** your **current window**, if you only need a quick definition. Strong's definitions can be displayed as "ToolTips". Place the mouse pointer over a Strong's number to display the definition in a **ToolTip popup**.

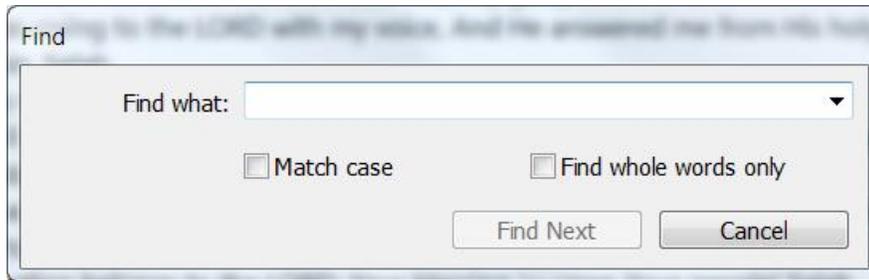
MEGA TIP: Press the **F4** button to **copy** the Strong's definition to the Windows clipboard. You can **paste** (Ctrl-V) the **definition** into the **Notes Editor** or your own **word processor**.



Searching the Active Dictionaries Window

You can search the active Dictionaries window, including **all text in the Bible window**.

1. To search the active Dictionaries window, click the **Find on Page**  icon in the **Dictionaries** window.
2. Enter the search term(s) to find.



3. Click **Find Next** to find each occurrence in the text.
4. **Match case** makes the search case sensitive.
5. **Find whole words only** prevents e-Sword from matching partial words. For example, ticking this box prevents e-Sword from finding "mankind" when searching for "man".

Searching a Dictionary

The **Dictionaries** search is nearly identical to the Bible and Reference Library search.

Click the **Search Dictionaries**  icon, or click **Dictionaries** from the main menu and choose **Search**.

When the **Search** window opens, type the word you want to search and select your search criteria. Click the **Search** icon and a search will be done in the active dictionary.

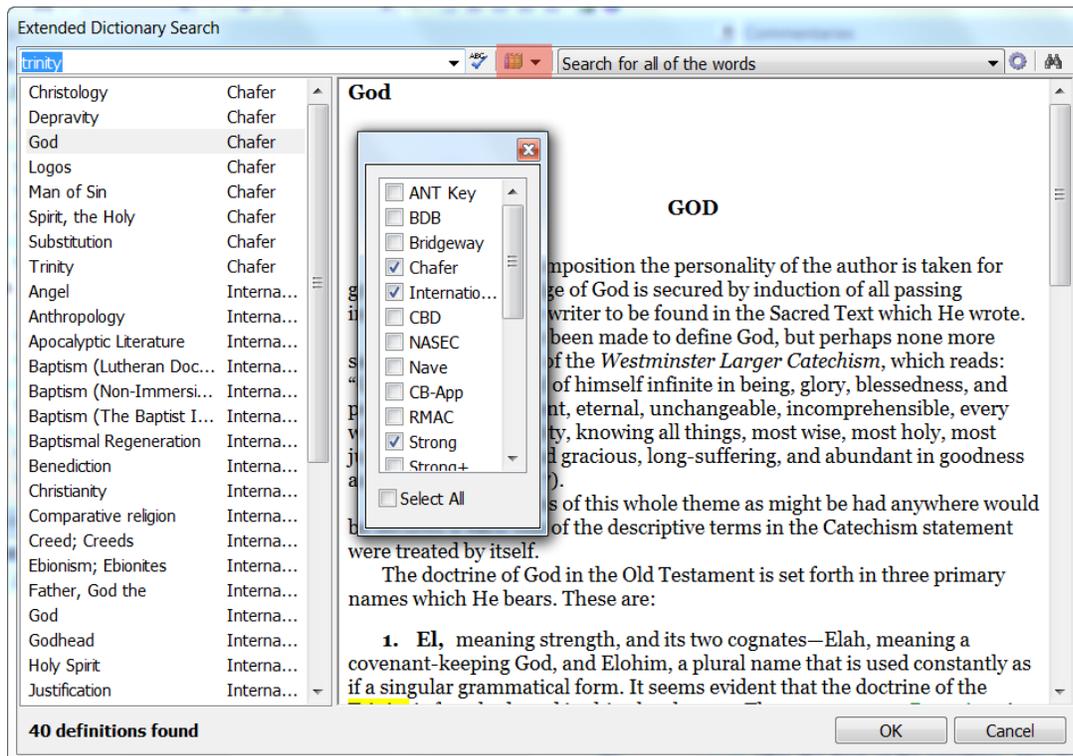
For more information on using the dictionary search features, see the search instructions in [Chapter 3](#) and [Chapter 13](#). Also see [Chapter 22](#) for an explanation of Regular Expression Searching.

Searching More Than One Dictionary Simultaneously

To search multiple dictionaries at once, select **Dictionary** from the main menu and choose **Extended Search**.

When the **Extended Search** window opens, you can select which dictionaries to search. Click the **Dictionaries** icon highlighted in red below.

For more information on using the dictionary search features, see the **extended search** instructions in [Chapter 3](#) and [Chapter 13](#). Also see [Chapter 22](#) for an explanation of Regular Expression Searching.



Chapter 13: Reference Library

The **Reference Library** is now the central location to view your downloaded Topic files and a new type of file called Reference Modules (.refx). Material available from the Reference Library includes books, essays, and papers written by other authors. Some may be as short as a few pages, and other resources may contain thousands of pages. For example, BibleSupport.com hosts a number of James Hastings, William Evans and F.B. Meyer books in Reference Book format. You can also **download official Reference Modules** through the [e-Sword Module Downloader](#).

With the **Reference Library** you can:

- **Select resources to read** with the drop down menu near the top, right of the window.
- **Filter your resources** by title, which is helpful for narrowing large libraries.
- **Search all** of your Topic Notes and Reference Library Books at once!

The Reference Library displays **.refx modules** and **.topx modules**.

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Viewing Resources: Topic Editor or Reference Library?

In previous versions of e-Sword, the **Topic Notes Editor** displayed third party **Topic Notes** (Topic Notes you downloaded). Now, this material is viewed through the **Reference Library** instead of the Topic Notes tab (of the **Editors window**). The Reference Library is view-only, like Bibles, Commentaries, and Dictionaries. You *cannot edit* topic notes through the Reference Library.

By comparison, the **Topic Notes** tab (of the **Editors Window**) is now for your *personal* topical notes (topical notes you wrote), just like the **Journal Notes** are for your personal journal notes and the **Study Notes** are for your personal study notes.

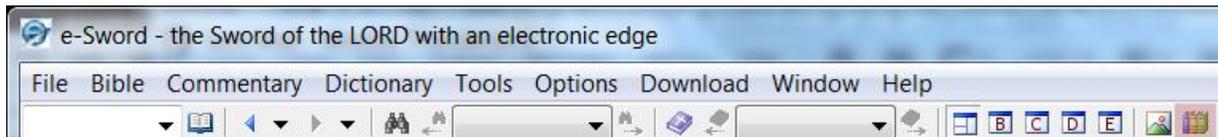
Why Can't I View Topic Notes Files in the Reference Library?

By default, e-Sword 10 expects your third party Topic Notes to be in your **e-Sword Resources folder**, usually "c:\program files\e-sword". You can control **where** e-Sword looks for resources by reviewing the ["Changing Your e-Sword Resources and Files Location" section](#).

If your downloaded **Topic Notes** are in the **My Documents\e-sword** folder, or another folder, you must move them to your **e-Sword Resources folder** for the **Reference Library** to find them.

Opening the Reference Library

The Reference Library is represented on the main e-Sword screen with a small icon, highlighted in red below:



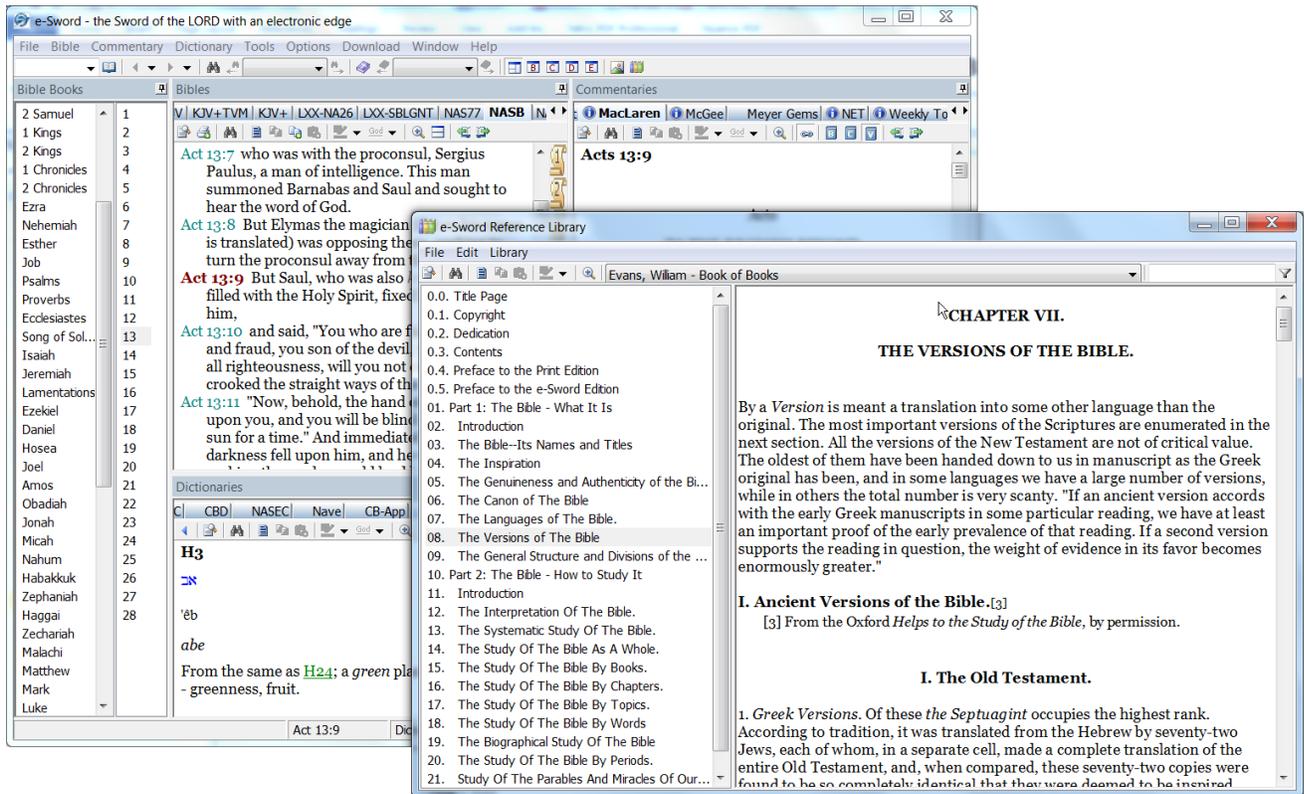
You can also open the Reference Library by clicking **Tools** from the main menu and then choosing **Reference Library**.

Reference Library: Background, Foreground, Resizing

The **Reference Library** window “floats” on top of e-Sword’s main window. You can access the e-Sword main window *without* closing the Reference Library window. For example, if you need to reference the Bible, lookup a definition, view commentary text, or create a Study Note, click the e-Sword main window in the background.

You may also move the e-Sword main window and the Reference Library window so they are **offset** or in any orientation that suits your monitor.

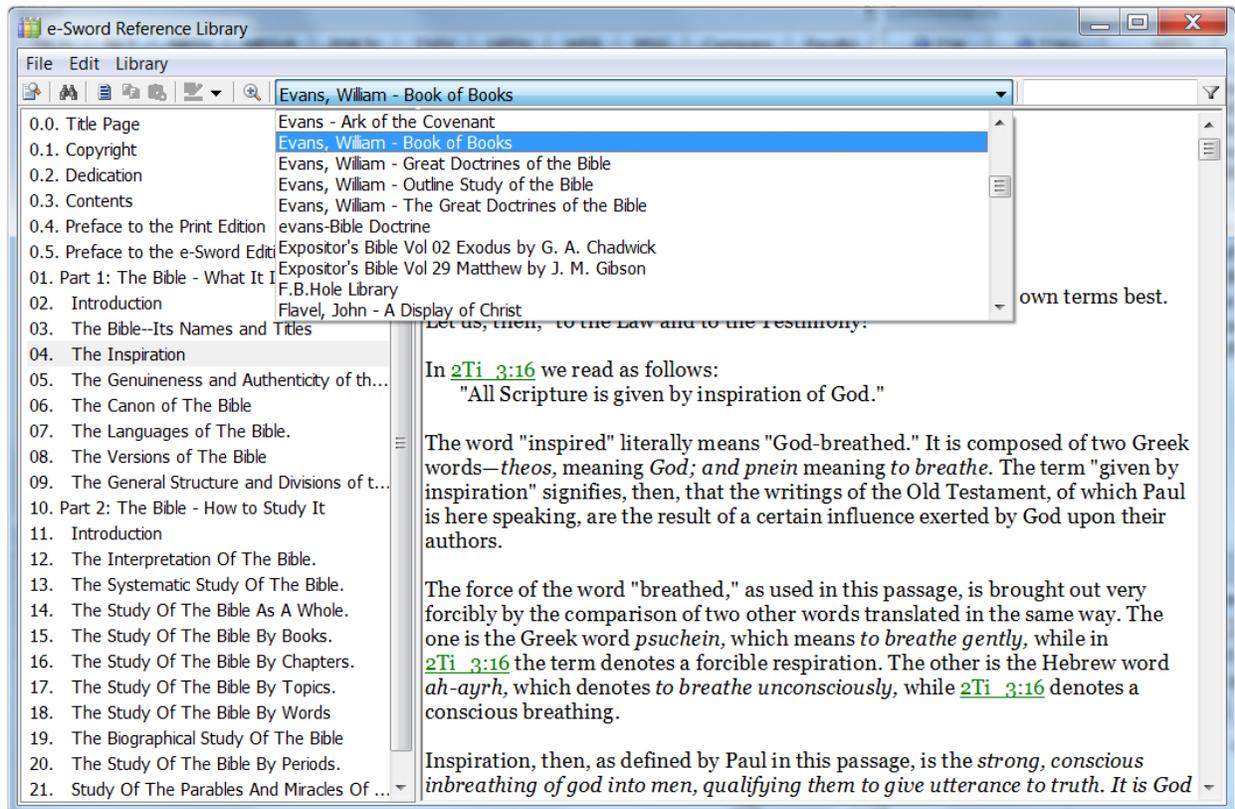
Lastly, you may **resize the Reference Library window** larger or smaller (see [Chapter 2](#), “[Customizing e-Sword](#)”).



Viewing Resources in the Reference Library

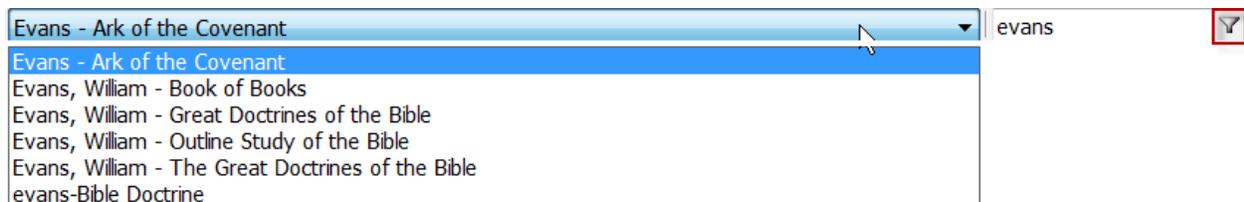
With the **Reference Library**, you can select resources to read with the **drop down menu** near the top of the screen. Each resource's **sections**, or **chapters**, appear on the **left side** of the screen. The section or **chapter text** is shown on the right side of the screen.

In the example below, you can see the other resources available in the Reference Library.



Filtering Resources in the Reference Library

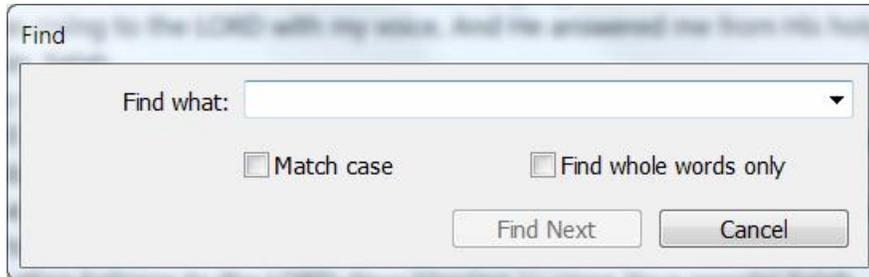
If you have numerous resources, you can **filter** your resources **by title**. In the example below, the only resources showing contain the word "evans". After typing your keyword filter, click the **Filter Title** icons (shown in red below).



Searching the Active Reference Library Window

You can search the active Reference Library window, including **all text in the Reference Library window**.

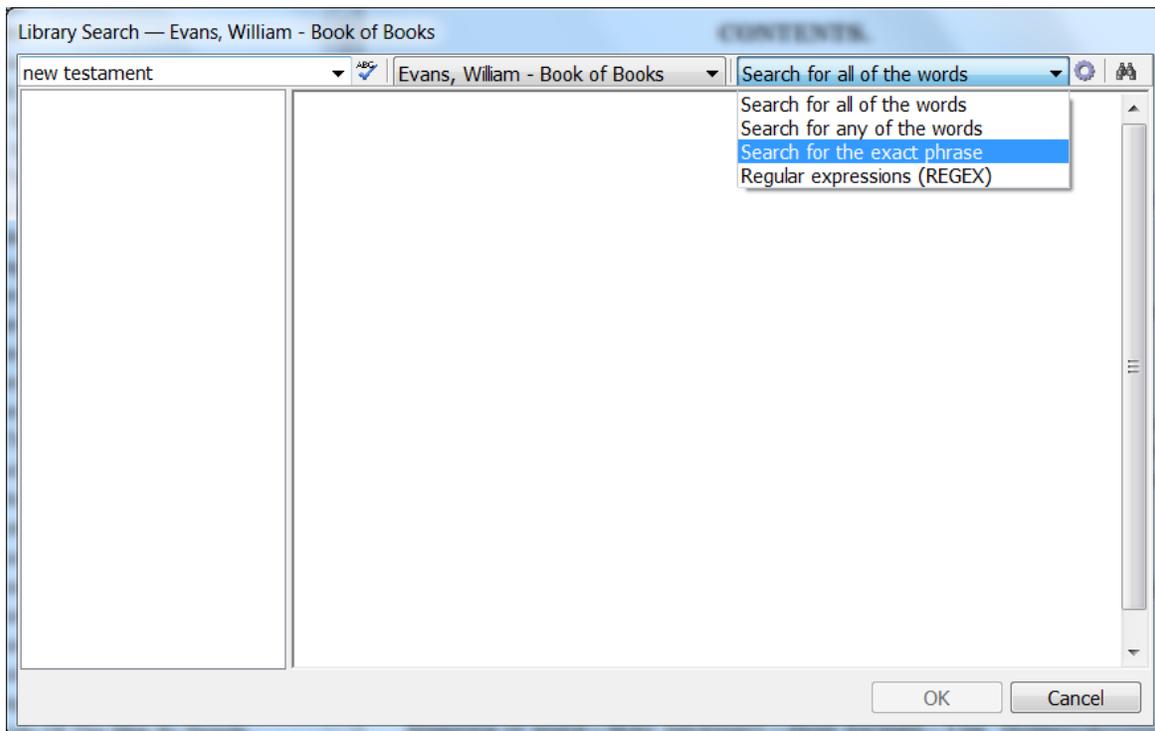
1. To search the active Reference Library window, click the **Find on Page**  icon in the **Reference Library** window.
2. Enter the search term(s) to find.



3. Click **Find Next** to find each occurrence in the text.
4. **Match case** makes the search case sensitive.
5. **Find whole words only** prevents e-Sword from matching partial words. For example, ticking this box prevents e-Sword from finding "mankind" when searching for "man".

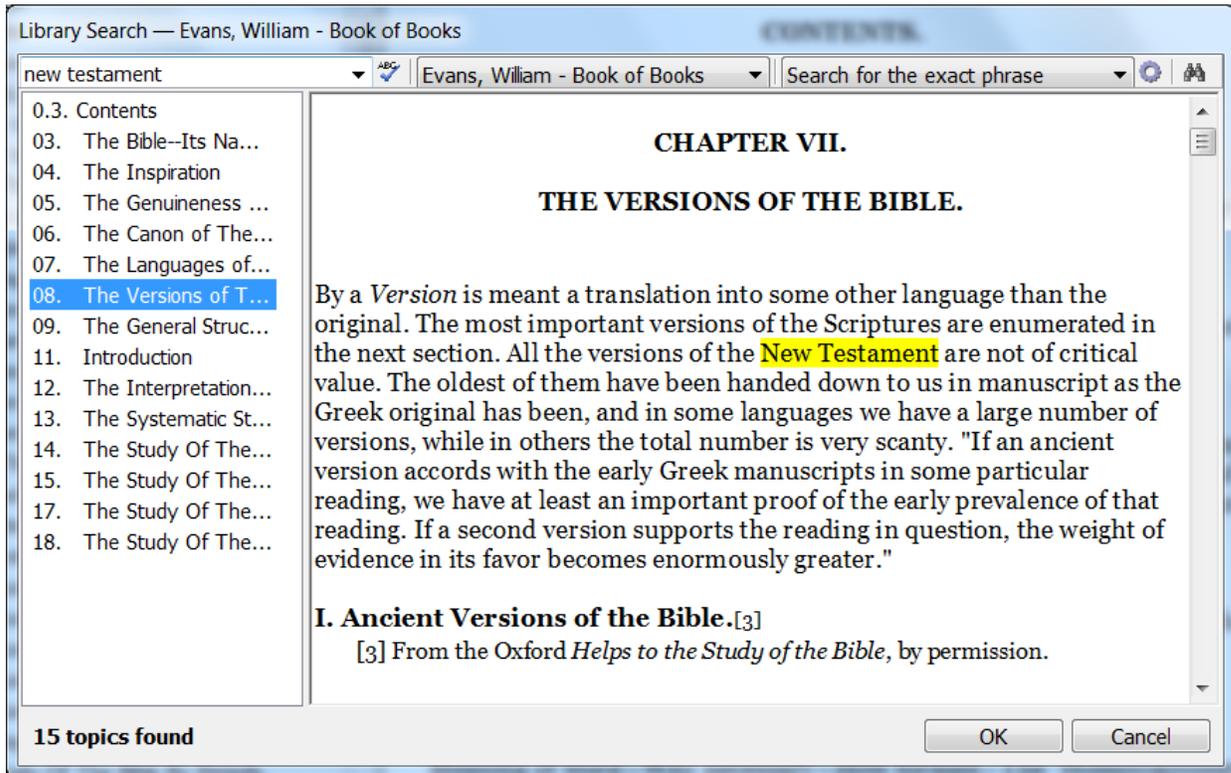
Searching the Reference Library - Basic

1. To search the Reference Library, make sure the Reference Library is open and the active resource is the one you want to search.
2. Click the **search** icon  in the **Reference Library** window. Or, click **Library** from the Reference Library menu and then select **Search**.
3. A search window appears. At the top of the search window, you will see the name of the resource you were viewing when you opened the search window. Your search is limited to this resource. To search a different resource, select a new resource from the drop down menu.



4. Type your search word(s) in the first field. Not sure how to spell your search terms? Take your best guess and then click the **Spell Check** icon .
5. In the screenshot above, we typed, "**new testament**" in the search box.
6. We selected **Search for all of the words** from the drop down menu to find only resources with all the words from our search phrase.

7. Click the **search icon**  in the upper, right corner of this window. The search results are categorized by section on the left.

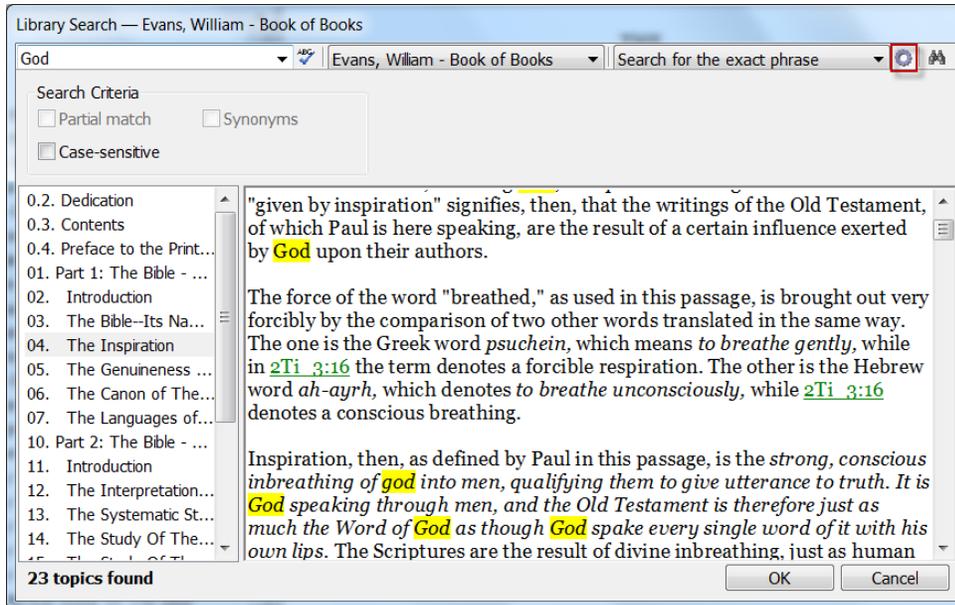


8. After reviewing the search results, press the **OK** button. This closes the search window and displays the full text of the section or chapter you chose.

TIP: If we selected, **Search for any of the words**, e-Sword would have displayed search results for any chapter with both words from our search phrase ("new" and "testament"). These results would not necessarily have been discussing the New Testament. Be careful how you refine your search.

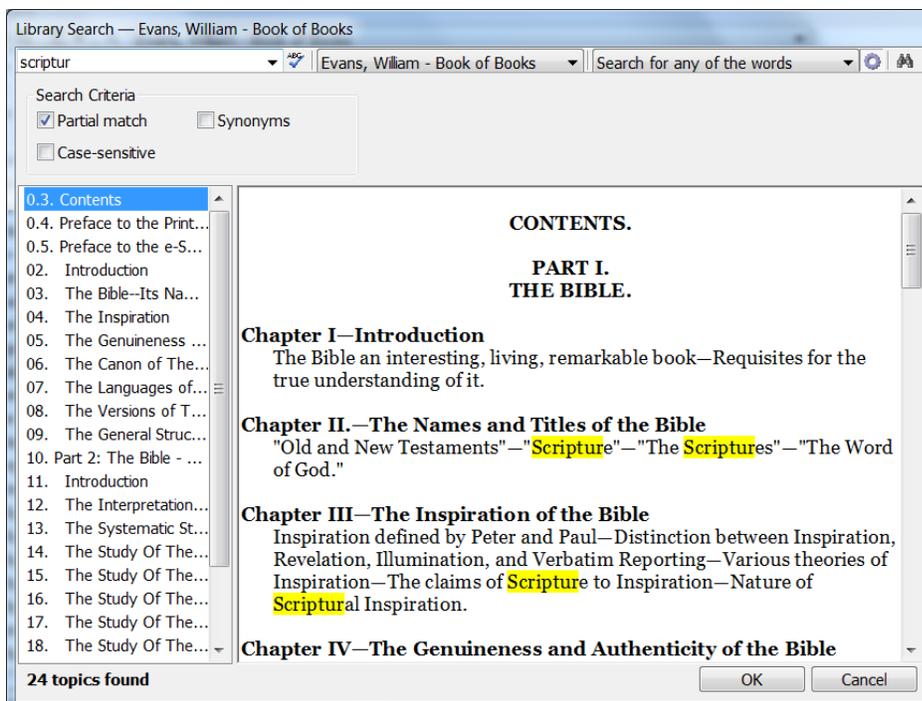
Additional Search Options Wheel

For an even more specific search, click the **search wheel**, (shown in red below). You may use this more specific search with or without **Regular Expressions**, discussed in [Chapter 22](#).

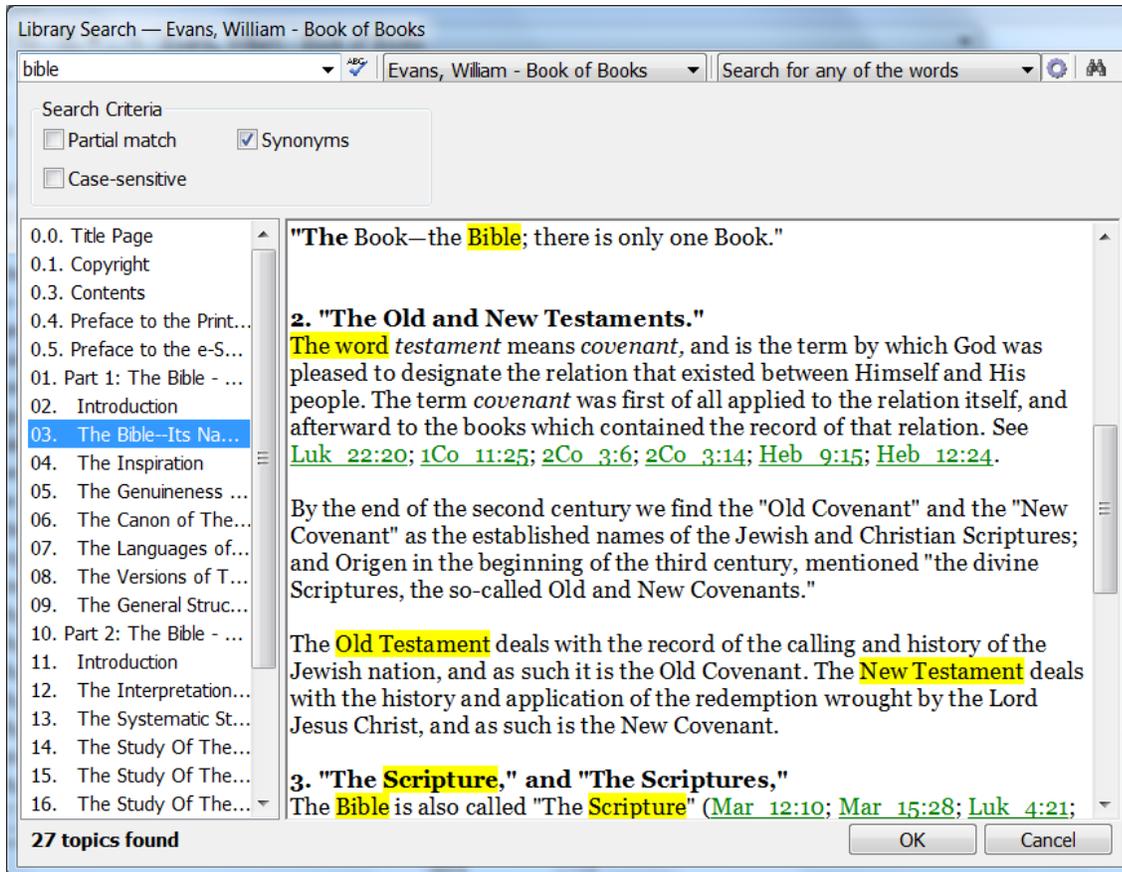


Case Sensitive: When checked, this option will make your search **case sensitive** to find "god" with a lower-case "g" (see above).

Partial Search: Below, we searched for "scriptur". Notice the results for variations of our search phrase, including "Scripture", "Scriptures", and "Scriptural" (see below).



Synonyms: You can search for your search phrase *and synonyms* of your search phrase. In the example below, the synonyms found include, “The word”, “Scripture”, “New Testament” and “Old Testament”. The synonym box will be grayed-out (unavailable) unless **Search for any of the words** is chosen (see below).

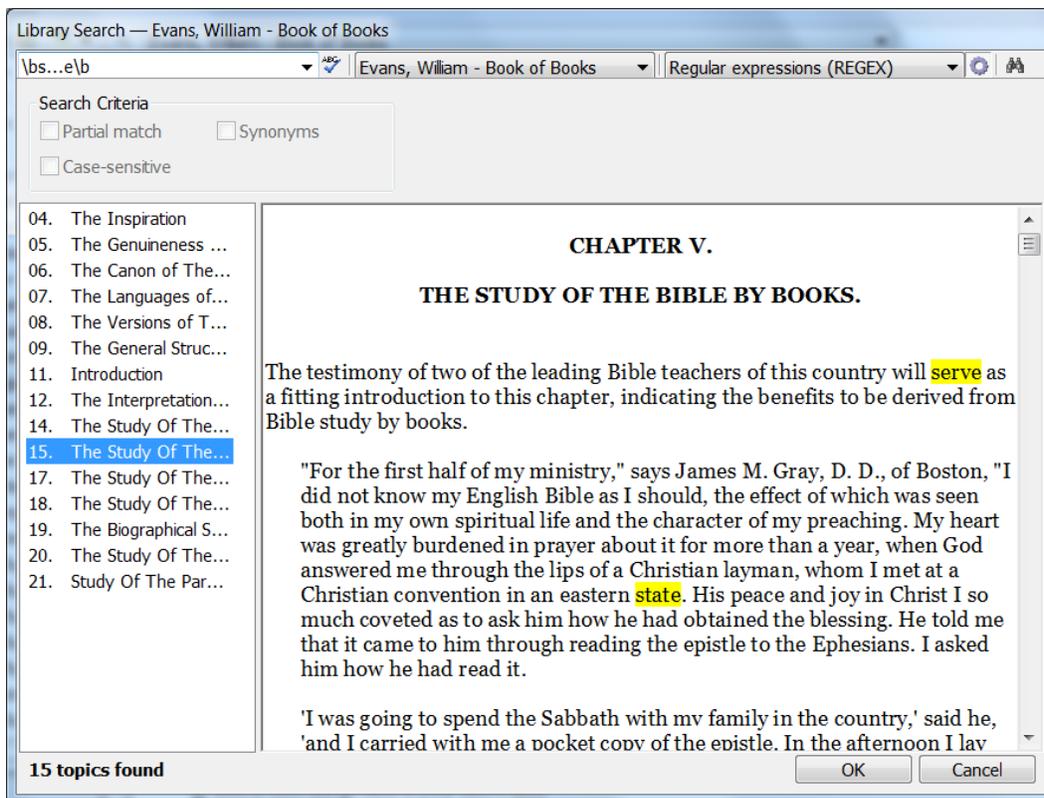


Searching the Reference Library - Advanced

Regular Expressions, also referred to as REGEX or REGEXP, use **special codes** to match patterns of text in powerful ways. In e-Sword, regular expressions allow you to search the Bible beyond the search methods previously discussed.

This section is a very brief introduction to searching with Regular Expressions using e-Sword. [Chapter 22](#) covers this functionality in much greater detail.

If we select **Regular expressions** from the drop down list, we can perform a much broader "wild card" search. For example, in the window below, we searched for words starting with "s" and ending in "e" by typing **\b** (the symbol for word boundary) followed by **l...e** and closed with the word boundary symbol **\b**.



For more information on searching with Regular Expressions and its exceptional power, see [Chapter 22](#).

Extended Search - Multiple Reference Books

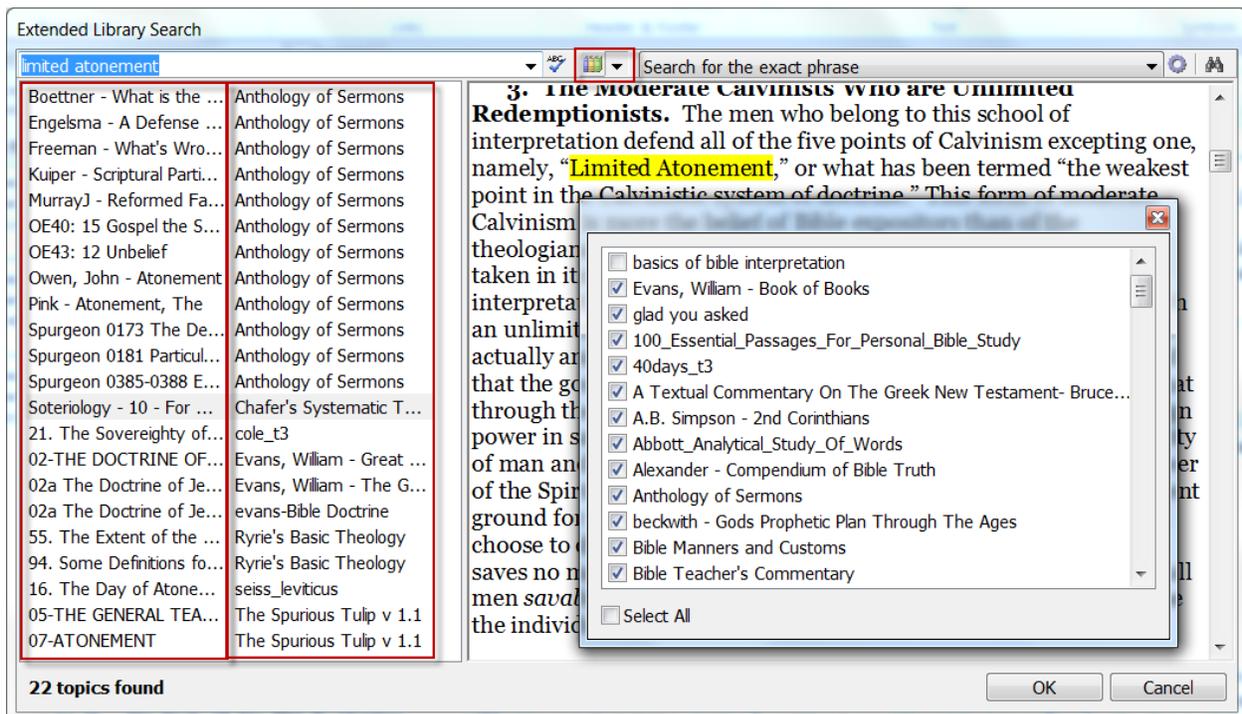
To search for words or phrases across multiple resources, click **Library** on the Reference Library menu, and then select **Extended Search**.

TIP: The **more resources** you search at once and the longer the resources are in length, the **more time** e-Sword will need to complete the search. Searching thousands of resources may require a long time. The **progress bar** shows the current status of the search.



You may press the **Escape** key to **abort a search**, while showing the results already found.

This window is almost identical to the basic **Reference Library Search** function, but it allows you to **select multiple resources**.



Reference Books icon: This icon, shown in the red box above, displays the Resource Window (also shown above). The Resource Window lets you **choose which resources** to include in your search.

Search Summary

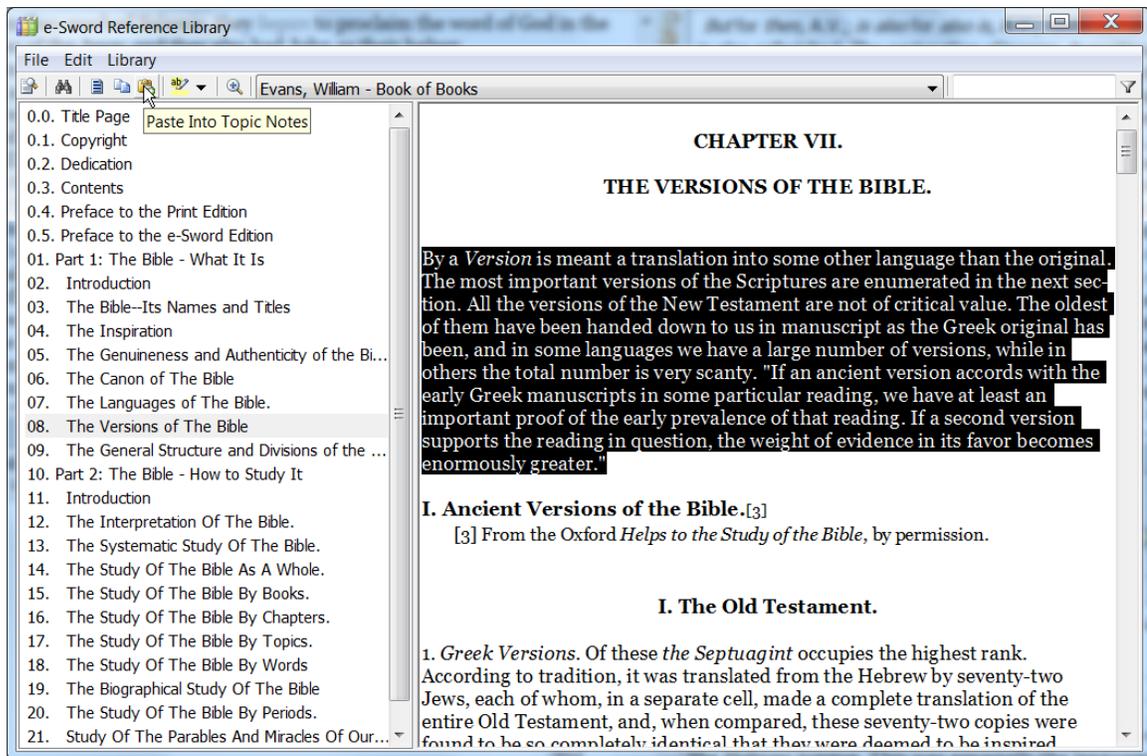
In left column of the window above, the first box shows the **name of the chapter** (or section) with matching text.

The second box shows the **name of the resource** where the match was found.

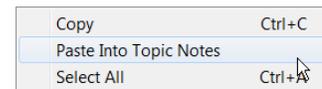
Paste Into Topic Notes

As with most windows in e-Sword, the Reference Library lets you paste selected text into your Journal, Study, or Topic Notes.

1. Click the **main e-Sword window** behind the Reference Library.
2. Select either the **Journal Notes**, **Study Notes**, or **Topic Notes** tab from the **Editors Window**.
3. In the **Reference Library window**, select the text you want to copy.
4. Click the **Paste Into Topic Notes** icon .



TIP: After selecting text to copy, you can also **right-click** the mouse and choose **Paste Into Notes** from the context menu.



Highlighting Text

e-Sword supports highlighting text in the Reference Library window.

Select the text you want to highlight and press the **Highlight icon** . For more information on Highlighting text, see [Chapter 4](#).

Chapter 14: The Bible Reading Plan

The **Bible Reading Plan** will organize and structure your Bible reading. Bible Reading plans help you stay on track, often with a specific goal, such as reading the entire Bible in a year, reading the Old Testament in six months, or reading the Psalms. Since you can make your own Bible Reading Plans, you control when and how often you read.

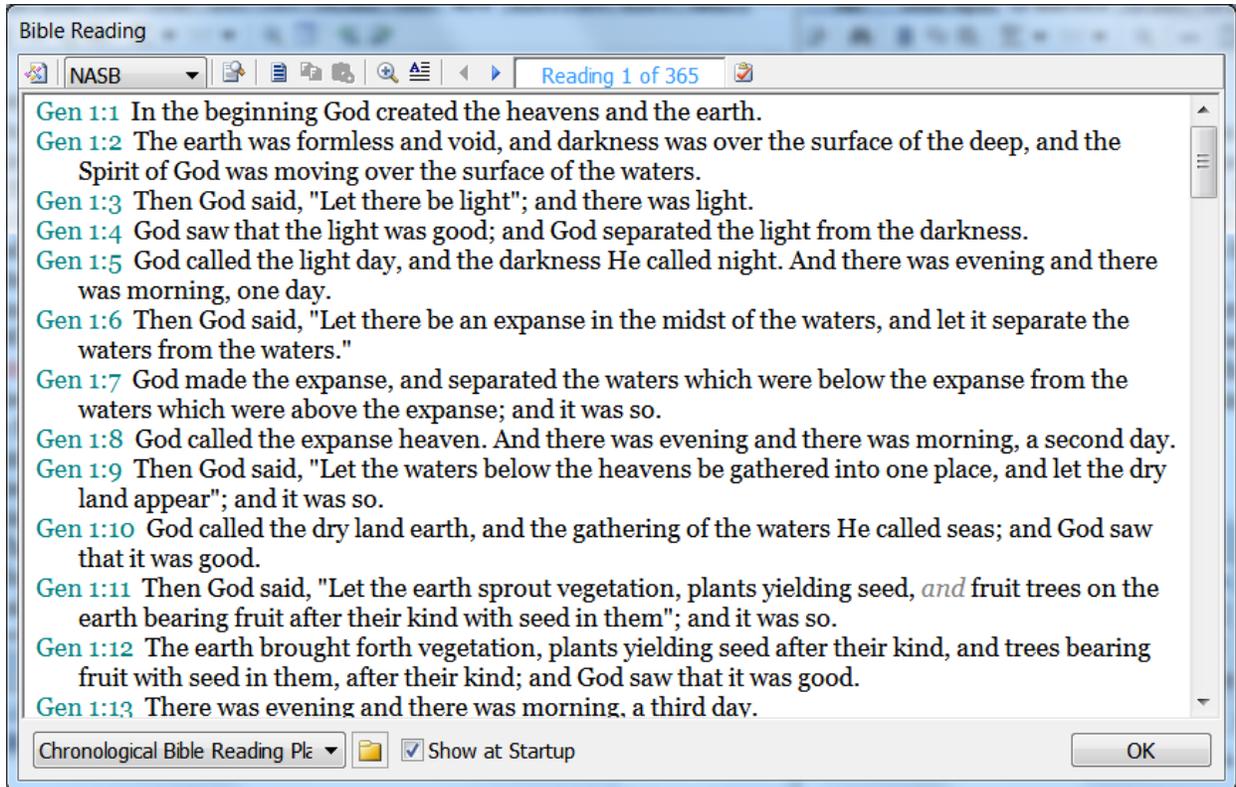
You can configure the Bible Reading Plan window to automatically launch when you start e-Sword for the first time each day.

What's in this Chapter?

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Creating a Bible Reading Plan	187
Show at Startup	187

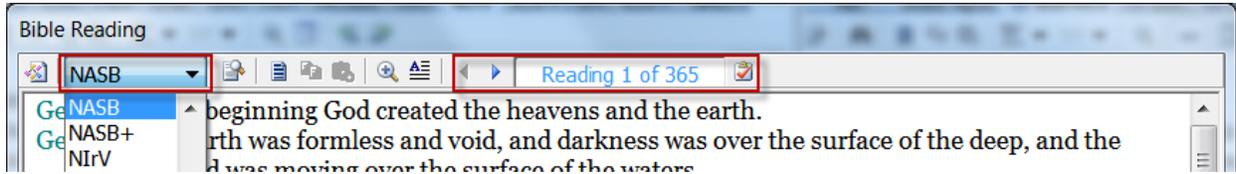
Opening Bible Reading Plans

To open **Bible Reading Plans**, select **Tools** from the main menu and then choose **Bible Reading**.



Using Bible Reading Plans

The **Reading Plan Progress** meter displays your **progress** toward accomplishing the plan's **goal**. Bible Reading Plans can be organized in different ways but our example below allows for 365 days (see large red box).



Previous Reading and Next Reading

The **Next Reading** icon shows the next passage in the reading plan. You can also click the **Previous Reading** icon.

Incrementing the Reading Plan Progress Bar

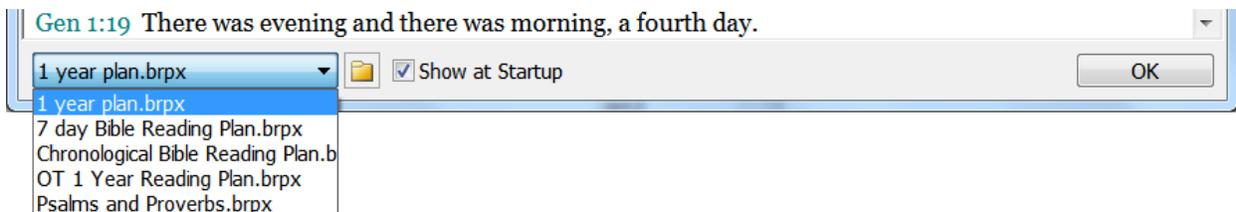
As you read each passage, click the **Completed Reading**  icon. The icon turns **from red to green** to **remind you** the passage has been read.

View Chapter as Paragraph

This **toggle** icon **switches between** the **verse view** shown on the previous page and a **paragraph view** that displays each chapter as a paragraph.

Changing Bible Reading Plans

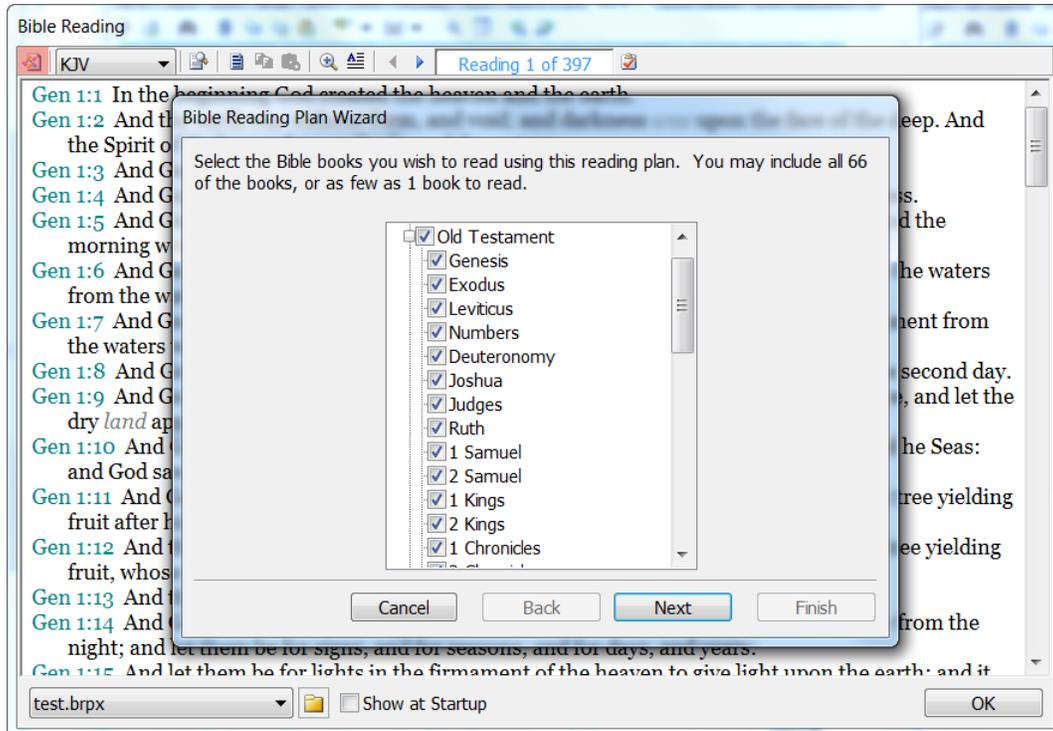
From the drop down menu at the bottom of the **Bible Reading** window, select the reading plan:



Creating a Bible Reading Plan

To **create** a Bible Reading Plan:

1. Click the **New Bible Reading Plan**  icon.
2. Click the **plus signs** to expand the Books of the Bible lists, starting with "Bible".
3. Select as little as one book or as much as the entire Bible.



4. Click the **Next** button.
5. Select the **days of the week** you will use the Bible Reading Plan.
6. Select the **time needed** to complete the reading. e-Sword compares the number of books you selected with your chosen timeframe to calculate the time necessary to complete the plan.
7. Save your reading plan by entering a filename and clicking the **Finish** button.

Show at Startup

This handy feature **reminds** you about your **Bible Reading Plan** when you **start e-Sword for the first time that day**. The Bible Reading window will not show for subsequent starts during the same day.

Tick the box marked, "**Show at Startup**" at the bottom of the **Bible Reading** window.

Chapter 15: Daily Devotions

e-Sword includes a **Daily Devotions** section containing devotions by Spurgeon. You can also download other official e-Sword devotions, such as Hoekstra, Morrison, Meyer and Ryle. To download new devotions, select **Download** from the main menu and then select **Devotions**. You may also visit BibleSupport.com for additional, user-created devotionals.

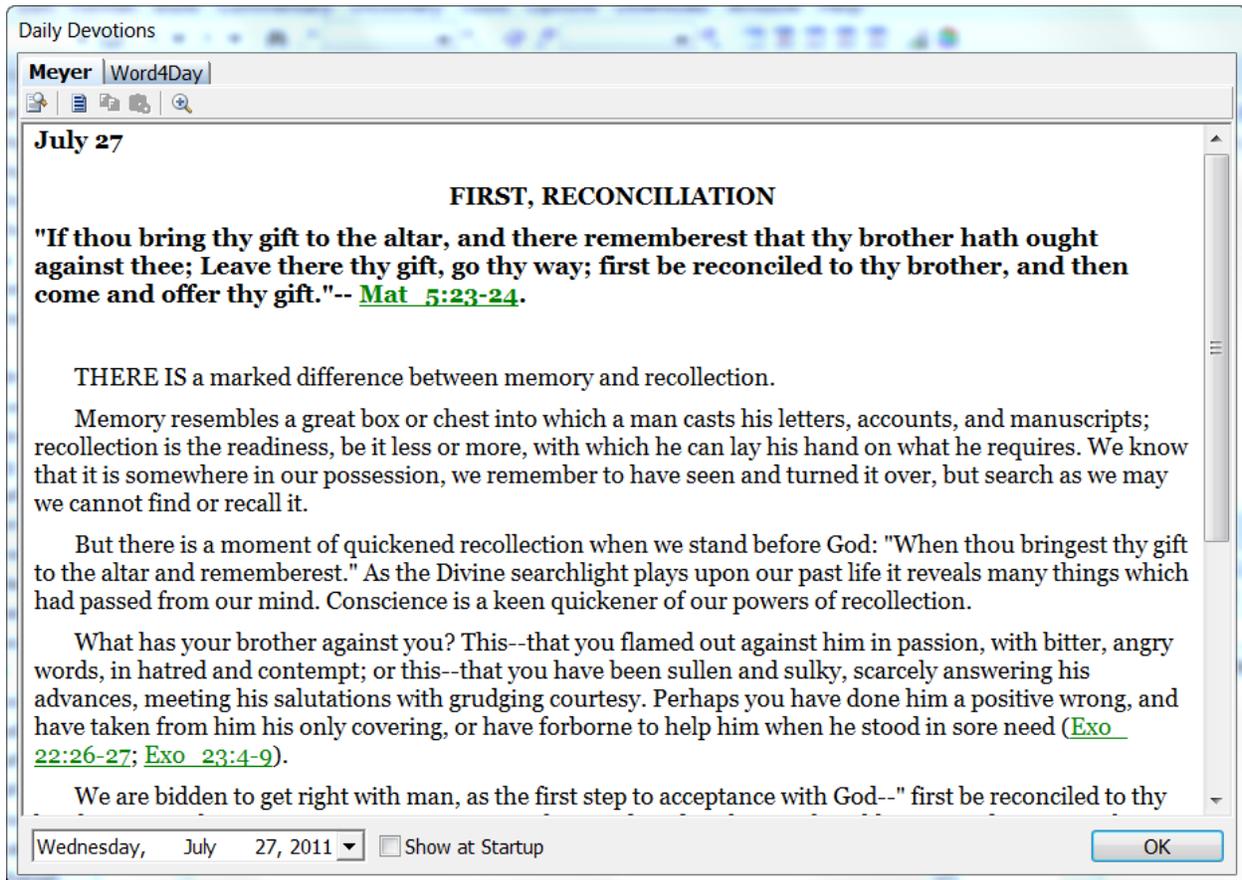
You can configure the Daily Devotions window to automatically launch when you start e-Sword for the first time each day.

What's in this Chapter?

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Show Devotions at Startup	190

Opening the Daily Devotions

To open the **Daily Devotions**, select **Tools** from the main menu and choose **Daily Devotions**.



Your installed **devotions** are shown in the **tabs** at the top of the window.

Using the Daily Devotions

Select the day you want to read using the **Date Display Box** at the bottom of the window.

The **current day's** devotion **appears automatically**, but you may select any other day's devotion. Click the **date bar** and the following popup window appears:

Use the **forward** and **back arrows** to select the desired **month**. Then click the day you want to read.

July 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6
Today: 7/27/2011						

Show Devotions at Startup

This handy feature allows e-Sword to **remind** you about **Devotions** when you **start e-Sword** for the first time that day. The Devotions window will not show for subsequent starts during the same day.

Tick the box marked, "**Show at Startup**" at the top of the **Daily Devotions** window.

Chapter 16: Prayer Requests

We should never forget the power of prayer. With this feature, e-Sword reminds us to pray and helps us remember what to pray about.

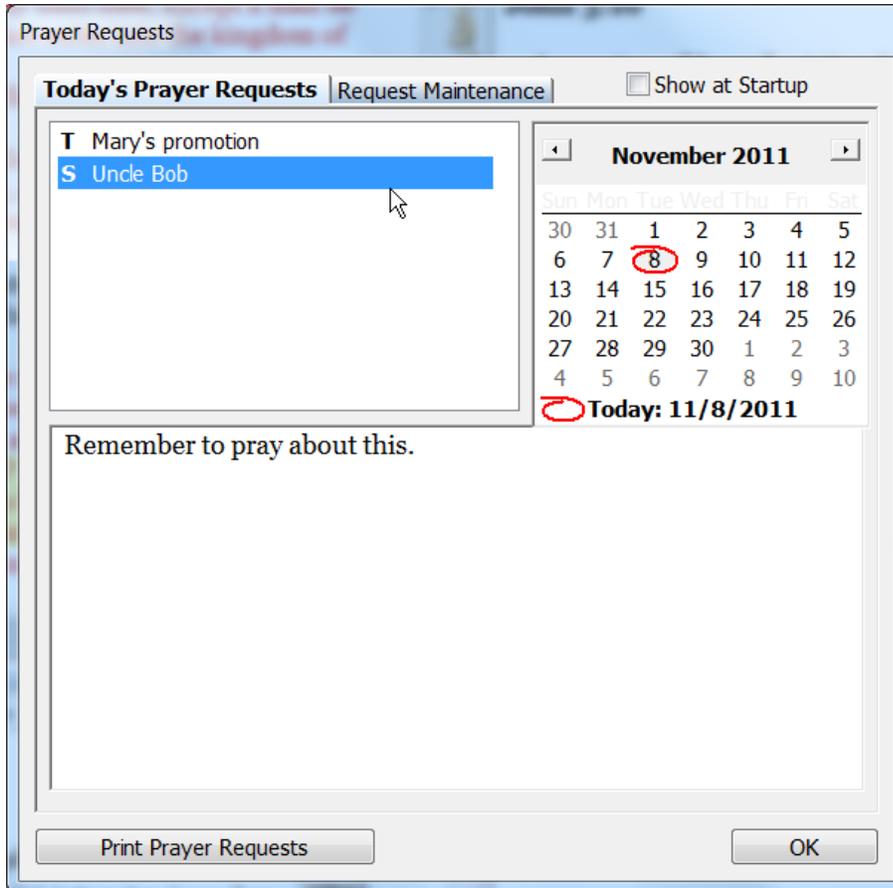
You can configure the Prayer Requests window to automatically launch when you start e-Sword for the first time each day.

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Show Prayer Requests at Startup.....	197

Opening Prayer Requests

The prayer request feature adds organization and remembrance to your prayer life. To open the window, select **Tools** from the main menu, and choose **Prayer Requests**.



Each prayer request is labeled with these abbreviations:

- A - Adoration
- C - Confession
- T - Thanksgiving
- S - Supplication

Viewing Prayer Requests

You can view your prayer requests by clicking the title of the prayer request from the **Today's Prayer Requests** tab.

Adding Prayer Requests

Add a new request using the **Request Maintenance** tab:

1. Click the **Add** button to add a new Prayer Request.
2. Enter the following information:

Prayer Request Type: Select the Prayer Request **category**.

Prayer Request Start Date: The prayer request will not appear in the **Today's Prayer Requests** tab until your selected start date.

Prayer Request Frequency: Select between Once, Daily, Weekly, Monthly, or Answered. If you select "weekly", the prayer request appears in the **Today's Prayer Requests** tab on the same day of the week as your start date. If you select "monthly", the prayer request appears in the **Today's Prayer Requests** tab on the same day of the month as your start date.

Prayer Description: Enter what you need to pray for in the bottom half of the window.

3. Click **Update** to add the request or **Cancel** to exit without saving.

Editing or Deleting a Prayer Request

To **edit** a Prayer Request:

1. Click the **Request Maintenance** tab.
2. Click the **prayer request** title you want to **edit**.
3. Click **Edit**.
4. **Edit** any of the following information:
 - Prayer Request Title
 - Prayer Request Type
 - Prayer Request Start Date
 - The Prayer Request Frequency, and
 - The Prayer Request Details
5. After you finish editing the prayer request, click the **Update** button.

To **delete** a prayer request:

1. Click the **prayer request** title you want to **delete**.
2. Click the **Delete** button
3. Confirm your request by clicking **Yes**. Cancel the delete by clicking **No**.

Managing Prayer Request Files

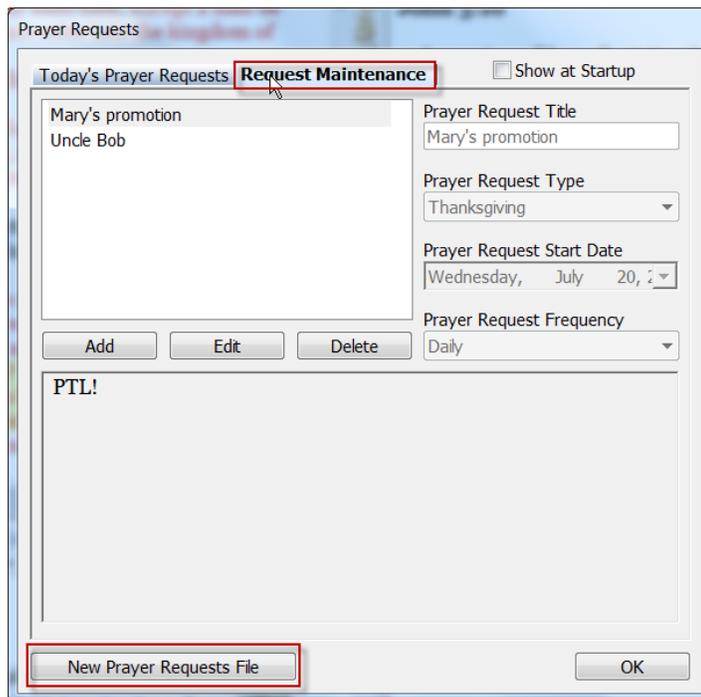
If more than one person uses e-Sword on the same computer or if you want to categorize your prayer requests in different files, you can create a new prayer request file.

By default, e-Sword stores prayer requests in the **prayer.prlx** file in your e-Sword user folder, usually “My Documents\e-Sword”. (Click **Options** on the main menu, and select **Resources**. The **User Files Location** contains the path to your e-Sword user folder).

Creating Prayer Request Files

To **create** a Prayer Request file:

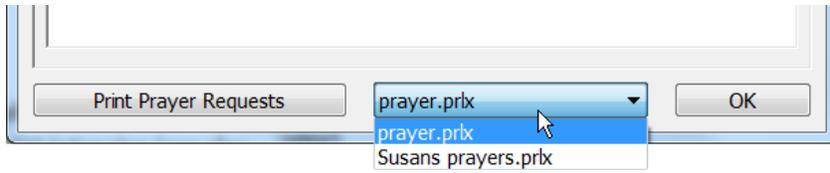
1. Click the **Request Maintenance** tab.
2. Click the **New Prayer Requests File** button.



3. Specify a new filename and click the **Save** button.

Loading Prayer Request Files

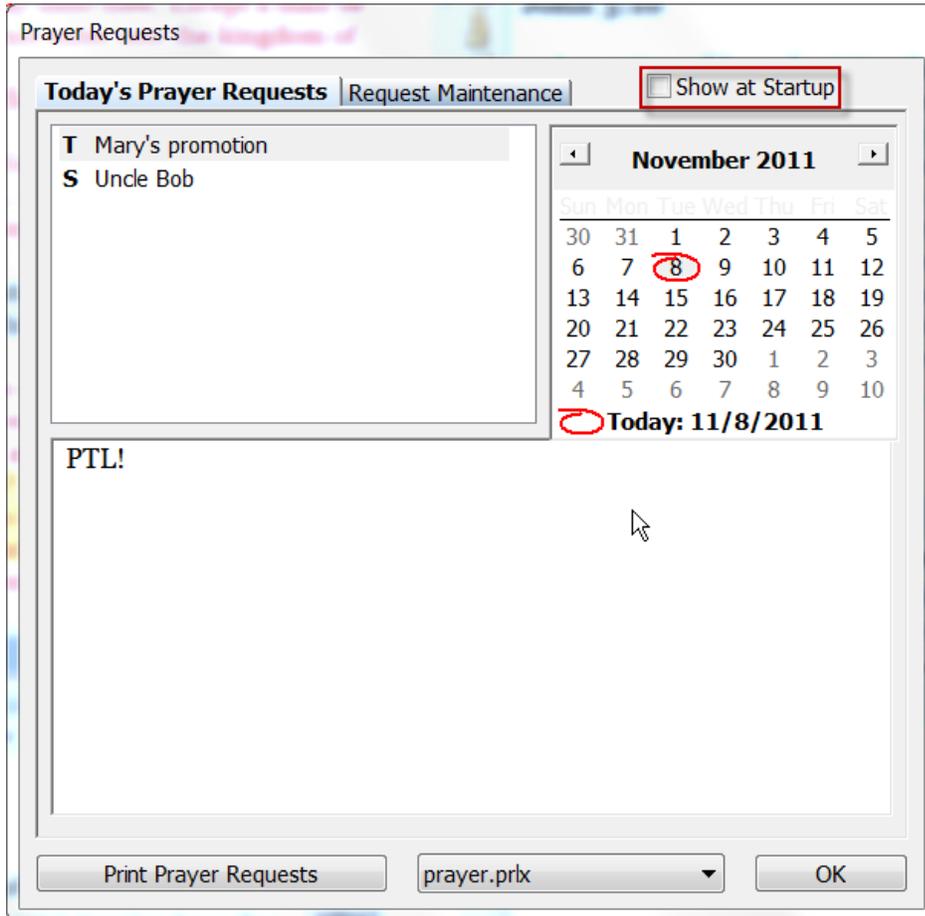
After creating at least one other Prayer Request file, e-Sword displays your Prayer Request files in a drop down menu at the bottom of the window. Click another Prayer Request file to show requests from that file:



Show Prayer Requests at Startup

This handy feature **reminds** you about **Prayer Requests** when you **start e-Sword** for the first time that day. The Prayer Requests window will not show for subsequent starts during the same day.

Tick the box marked, "**Show at Startup**" at the top of the **Prayer Requests** window.



Chapter 17: Scripture Memory

“I have stored up your word in my heart, that I might not sin against you,” — Psalms 119:11.

The Scripture Memory tool organizes your scripture memorization goals and makes memorizing verses entertaining. This feature includes several puzzle-style word games that children (and adults) enjoy playing.

You can configure the Scripture Memory window to automatically launch when you start e-Sword for the first time each day.

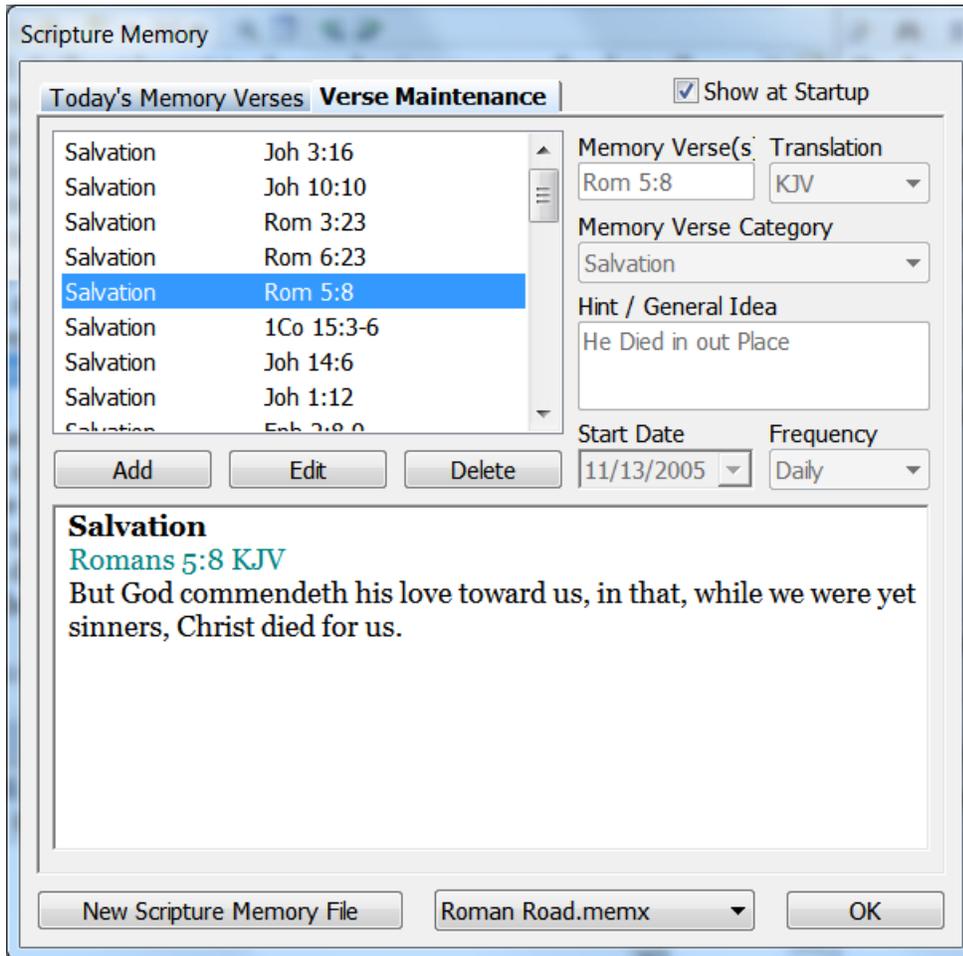
What’s in this Chapter?

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Editing or Deleting a Memory Verse	202
Testing Memory Verses	203
Managing Memory Verse Files	205
Show Memory Verses at Startup	207

Opening Scripture Memory

The Scripture Memory feature organizes your scripture memorization goals.

To open the Scripture Memory window, select **Tools** from the main menu and choose **Scripture Memory**.

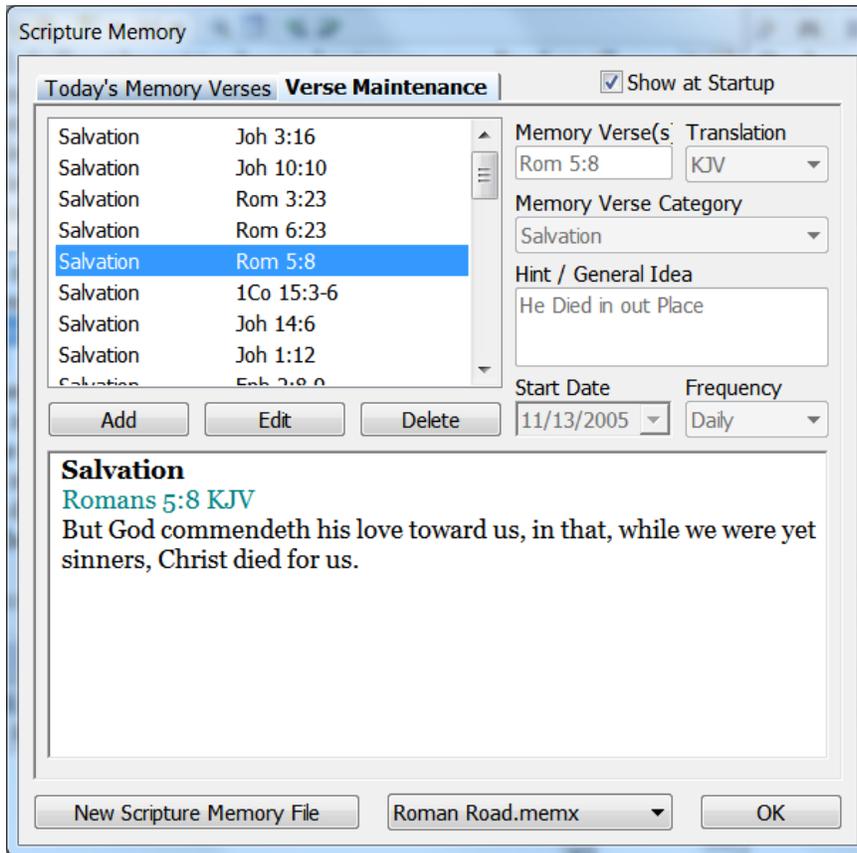


Viewing Verses to Memorize

You can view your memorization verses by clicking the verse in the **Today's Memory Verses** tab.

Adding Scripture Memory

Add a new **Memory Verse** using the **Verse Maintenance** tab:



1. Click the **Add** button to add a new verse.
2. Enter the following information:
 - Memory Verse:** Enter the verse you want to memorize.
 - Translation:** Select the translation used to display the verse.
 - Verse Memory Category:** Select a category for the verse.
 - Hint / General Idea:** Displayed as a hint by the Test Memory Verses feature.

Start Date: The verse will not appear in the **Today's Memory Verses** tab until your selected start date.

Verse Frequency: Select between Once, Daily, Weekly, Monthly, Randomly, or Memorized. If you select "weekly", the verse appears in the **Today's Memory Verses** tab on the same day of the week as your start date. If you select "monthly", the verse appears in the **Today's Memory Verses** tab on the same day of the month as your start date.

3. Click the **Update** button to add the verse or **Cancel** to exit without saving.

Editing or Deleting a Memory Verse

To **edit** a Memory Verse:

1. Click the **Verse Maintenance** tab.
2. Click the **verse** you want to **edit**.
3. Click **Edit**.
4. **Edit** any of the following information:

Memory Verse: Enter the verse you want to memorize.

Translation: Select the translation used to display the verse.

Verse Memory Category: Select a category for the verse.

Hint / General Idea: Displayed as a hint by the Test Memory Verses feature.

Start Date: The verse will not appear in the **Today's Memory Verses** tab until your selected start date.

Verse Frequency: Select between Once, Daily, Weekly, Monthly, Randomly, or Memorized. If you select "weekly", the verse appears in the **Today's Memory Verses** tab on the same day of the week as your start date. If you select "monthly", the verse appears in the **Today's Memory Verses** tab on the same day of the month as your start date.

5. After you finish editing the verse, click the **Update** button.

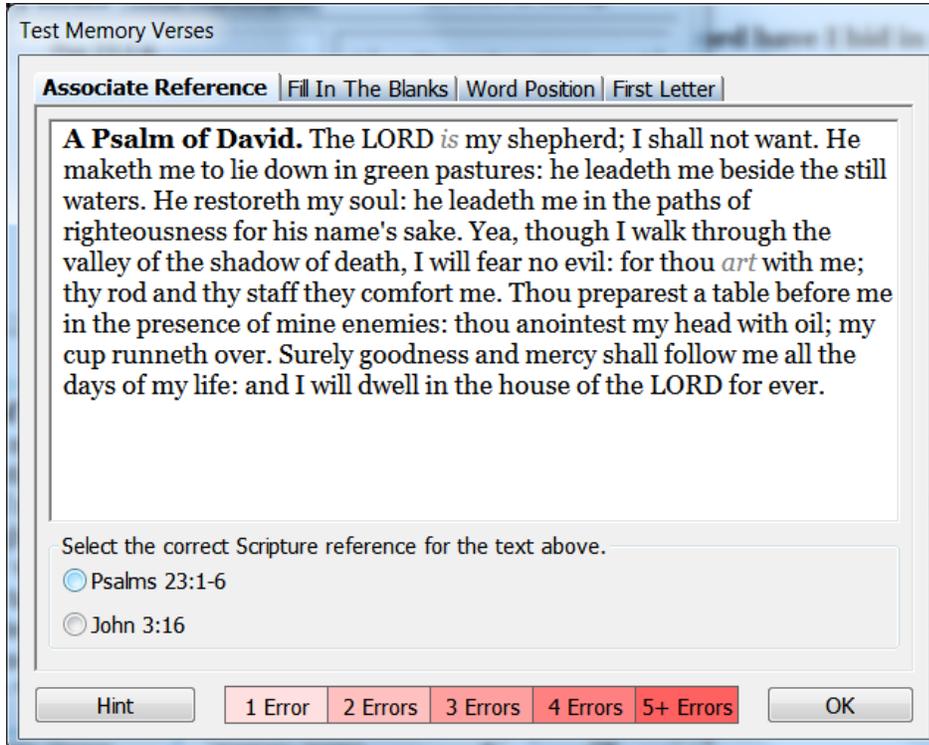
To **delete** a Memory Verse:

1. Click the **verse** you want to **delete**.
2. Click the **Delete** button
3. Confirm your request by clicking **Yes**. Cancel the delete by clicking **No**.

Testing Memory Verses

The multiple choice “tests” and creative word games help you **memorize** your Memory Verses. The **test tabs** are shown at the **top of the window**. The **Hint button** at the bottom the window displays the “**Hint / General Idea**” field (see “Editing or Deleting a Memory Verse” above).

Each test also includes a **color coded error chart**. The window background turns a progressively darker shade of red with each error. When the answer is correct, the window background turns a soothing shade of green.



Associate Reference Test

This is a “multiple choice” style test, requiring you to match the text of the verse with multiple verse references at the bottom of the window (see screenshot above).

Fill In The Blanks

Select from the words at the bottom of the screen to fill in the blanks.

Start with the first blank word and work your way through the verse.

If you make an error, you must try again.

Associate Reference **Fill In The Blanks** Word Position First Letter

Salvation
Galatians 5:16-17 KJV

This I say then, Walk in the Spirit, and ye shall ____ fulfil the ____ of the flesh. For the flesh lusteth _____ the Spirit, and the Spirit _____ the flesh: and these are contrary the one ____ the other: ____ that ye _____ do the things that ye would.

Word Position

Beginning with the first blank word, you must double click the correct word from the list of words (in the right window pane). Work you way through the blank words until complete.

If you make an error, you must try again.

Associate Reference Fill In The Blanks **Word Position** First Letter

Salvation
Acts 17:11 KJV

_____ , _____

_____ , _____

_____ .

Double-click words in order.

- ALL
- AND
- DAILY
- IN
- MIND
- MORE
- NOBLE
- OF
- READINESS
- RECEIVED
- SCRIPTURES
- SEARCHED
- SO
- THAN
- THAT
- THE
- THESE
- THESSALONICA

First Letter

Beginning with the first blank word, enter the first letter of the word. Work you way through the blank words until complete.

If you make an error, you must try again.

Associate Reference Fill In The Blanks Word Position **First Letter**

Salvation
John 10:28 KJV

_____ ; _____

_____ , _____

_____ .

Enter the first letter of each successive blank word in the memory verse.

Managing Memory Verse Files

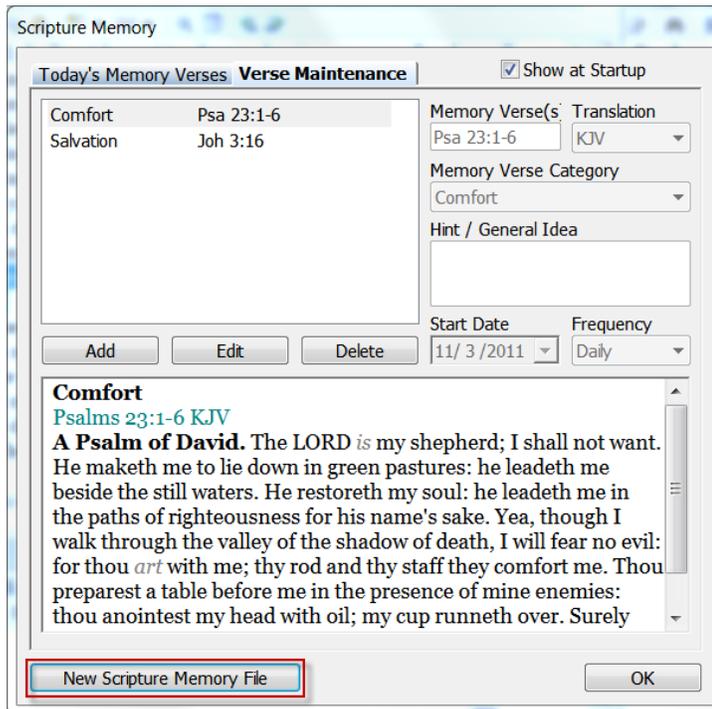
If more than one person uses e-Sword on the same computer or if you want to categorize your Memory Verses in different files, you can create a **new** memory verse **file**.

By *default*, e-Sword stores memory verses in memory.memx in your e-Sword user folder, usually “My Documents\e-Sword”. (Click **Options** on the main menu, and select **Resources**. The **User Files Location** contains the path to your e-Sword user folder).

Creating Memory Verse Files

To **create** a Memory Verse file:

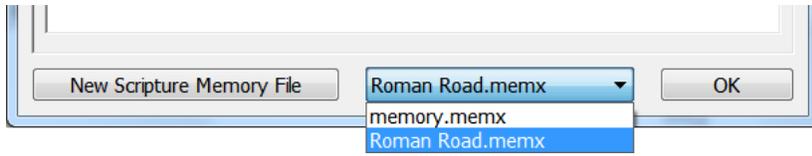
1. Click the **Verse Maintenance** tab.
2. Click the **New Scripture Memory File** button.



3. Specify a new filename and click the **Save** button.

Loading Memory Verse Files

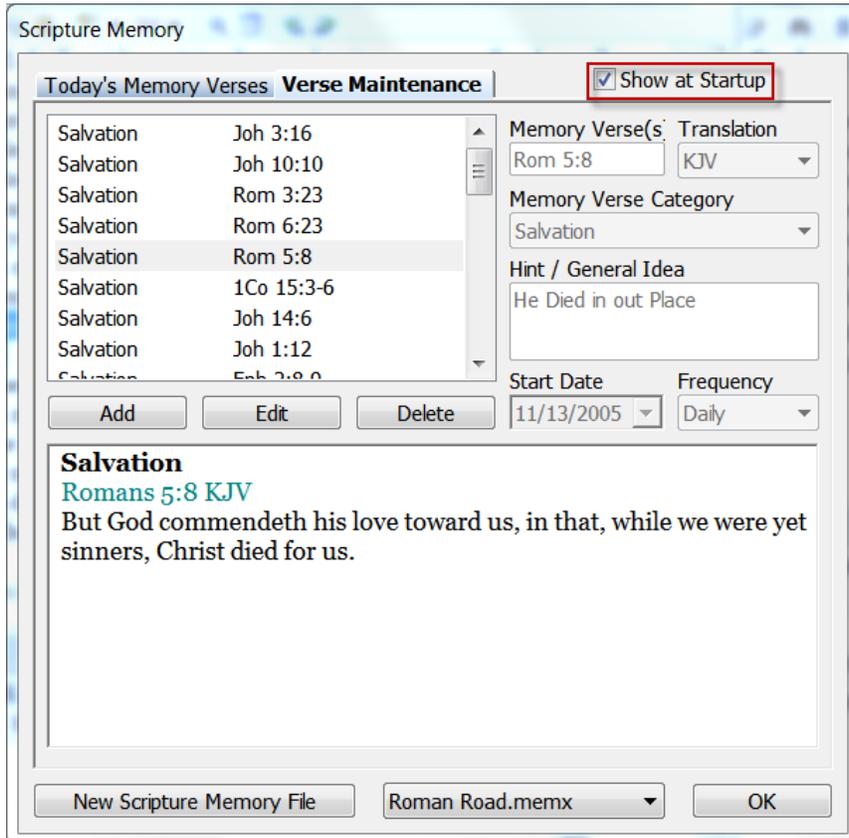
After creating at least one other Memory Verse file, e-Sword displays your Memory Verse files in a drop down menu at the bottom of the window. Click another Memory Verse file to show verses from that file:



Show Memory Verses at Startup

This handy feature **reminds** you about **Memory Verses** when you **start e-Sword** for the first time that day. The Scripture Memory window will not show for subsequent starts during the same day.

Tick the box marked, "**Show at Startup**" at the top of the **Scripture Memory** window.



Chapter 18: SermonAudio.com

e-Sword is integrated with SermonAudio.com. You can **listen to sermons** while you study the Bible. This window automatically **organizes sermons by verse** according to the **active passage** of scripture in the e-Sword **Bibles** window!

After this window opens, you can change the passage of scripture to listen to sermons on other Bible verses.

REMEMBER: An active Internet connection is required for e-Sword to connect with SermonAudio.com



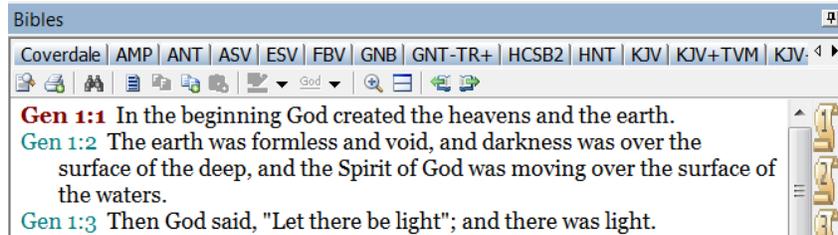
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Opening the SermonAudio.com Window

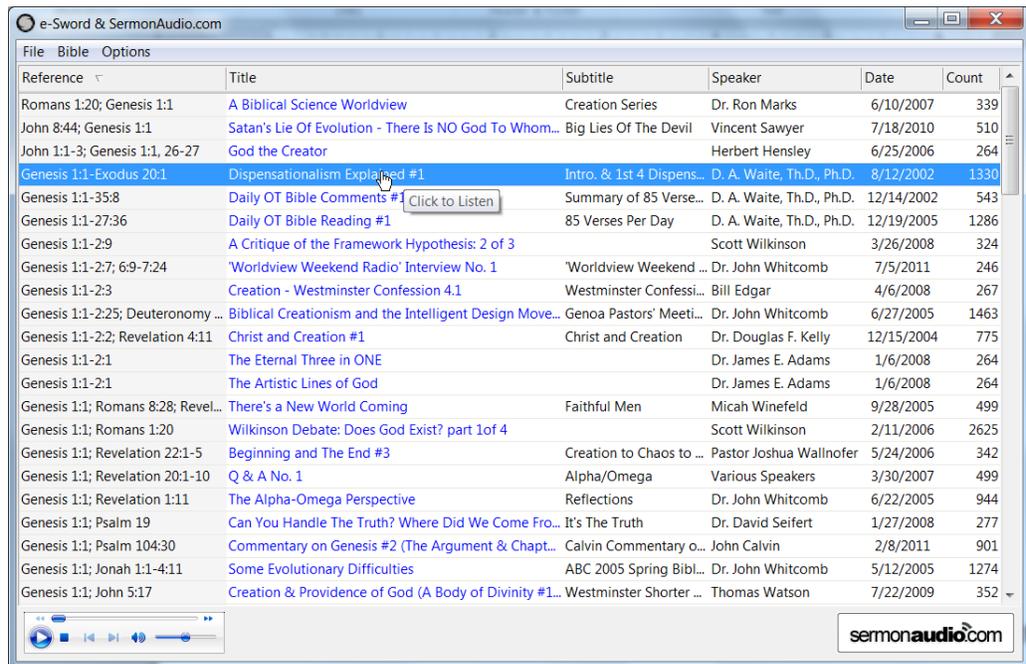
Click **Tools** from the main menu and choose **SermonAudio.com**. This window displays sermons based on the **active verse** in e-Sword's **Bibles** window.

The **active verse** in the **Bibles** window is highlighted in red.



Listening to a Sermon

To **listen** to a sermon, **click** the sermon title's **blue hyperlink**.



Learning More About the Speaker or Sermon

Click the **SermonAudio.com logo** to **learn more** about the speaker or sermon currently playing. If you are not currently playing a sermon, the profile of your last played sermon will load.



After the website loads in your browser, you can:

- View the speaker's **biographical information**.
- **Download** the audio in **mp3** format.
- Purchase a **transcript**.
- Find **podcasts**.
- Identify the speaker's **most popular sermons**.
- Browse **all** the speaker's **sermons**.
- Locate **affiliated churches** and **broadcasters**.



The screenshot displays a sermon page on SermonAudio.com. The main title is "Message of John the Baptist" dated 3/7/2005 (MON) with the Bible reference Matthew 3:1-2. The speaker is identified as Dr. Mark Minnick, with a profile picture and a bio stating "All sermons by Dr. Mark Minnick". A sidebar shows "MP3 Downloads: 1,100+" and "20+" notifications. The main content area features "Available FREE Media" with options to "Play Audio!" (Flash Player, 16kbps, 34 min) and "Download MP3" (4.1MB). Below this are options for "Transcript & Translate" and "Email & Share!". At the bottom, there are icons for various mobile devices under the heading "Favorites-To-Go! tag this sermon. listen on-the-go."

Using the Sermon Player

You can control the sound with the **Sermon Player** in the lower, left portion of the window. If you're unfamiliar with Internet audio players, think of the Sermon Player as an advanced VCR.

For ease of explanation, we've added a few "**sticky notes**" to the Sermon Player. The numbered notes are explained below:

1. **Rewind:** If available, the audio will rewind while you hold this icon.
2. **Seek:** By moving this icon right or left with your mouse, you can **skip forward** or **backward** in the audio playback.
3. **Fast Forward:** The audio will **play at twice the speed** while you hold this icon.
4. **Play:** Click the **play** icon to start the sermon.
5. **Stop:** Click the **stop** icon to stop the sermon.
6. **Previous:** Skip to the **previous sermon**, if available.
7. **Next:** Skip to the **next sermon**, if available.
8. **Mute:** Instantly decreases the **volume to zero**.
9. **Volume:** Increases or decreases the **sound level** as you move this icon right or left.



Listening to Sermons On Different Verses

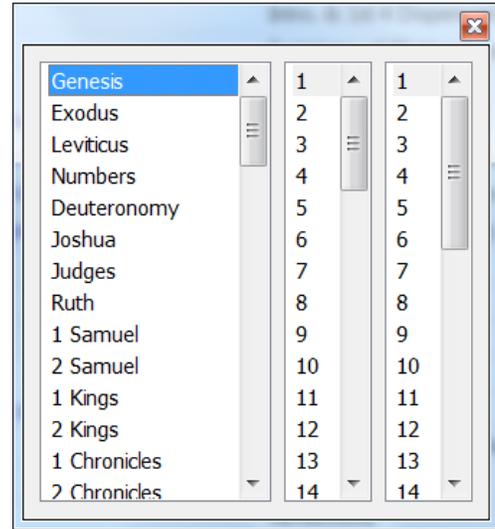
The SermonAudio.com window initially shows sermons based on the active verse in e-Sword's **Bibles** window.

To **display sermon titles on different verses**:

1. Click **Bible** from the SermonAudio.com window menu.
2. Choose **Lookup Scripture Reference**.

The Lookup Scripture Reference window is undocked, meaning the window “floats” and can be moved.

Right-click a **Bible book** name to quickly show sermons from the first verse/chapter.



Right-click a **chapter number** to immediately view sermons on that chapter.

Left-click or **right-click** a **verse** to show sermons on that verse.

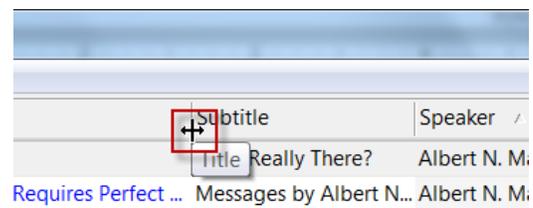
Sorting Sermons By Heading

You may **sort sermons** by Reference, Title, Subtitle, Speaker, Date, and Play Count. Click the **header field** you want to sort by, as shown below with the mouse pointer. By clicking the same header field again, the **sort order reverses**.

Reference	Title	Subtitle	Speaker /	Date	Count
Genesis 1:1	Whatever Happened To God?	Is He Really There?	Albert N. Martin	8/1/2011	1165
Exodus 20:1-17; Genesis 1:1	The Moral Law of God 1 of 16 God Requires Perfect ...	Messages by Albert N...	Albert N. Martin	8/1/2011	267
Genesis 1:1	In the beginning	Genesis series	Andy Christofides	6/15/2003	247
Genesis 1:1-2:3	Creation - Westminster Confession 4.1	Westminster Confessi...	Bill Edgar	4/6/2008	267
1 Corinthians 14:29-33; Genesis ...	God's Shalom Triumphs over Leviathan's Chaos	Chaos and Shalom	Bob Vincent	2/7/2010	239
Genesis 1:1; Hebrews 11:1-3	Atheism and New Age Mysticism		Brian Schwertley	5/7/2006	731
Genesis 1:1-Exodus 20:1	Dispensationalism Explained #1	Intro. & 1st 4 Dispens...	D. A. Waite, Th.D., Ph.D.	8/12/2002	1330
Genesis 1:1-27:36	Daily OT Bible Reading #1	85 Verses Per Day	D. A. Waite, Th.D., Ph.D.	12/19/2005	1286
Genesis 1:1-35:8	Daily OT Bible Comments #1	Summary of 85 Verse...	D. A. Waite, Th.D., Ph.D.	12/14/2002	543

Adjusting the Width of Heading Columns

You can adjust the width of the heading columns by positioning your mouse **pointer** over the **divider line** until the mouse pointer turns into a **multi-directional arrow**. While **left-clicking** the mouse, **drag the divider line** to change width of that heading column.



Chapter 19: Sermon Illustrations

Sermon Illustrations are helpful for preachers preparing a sermon. Sermon illustrations can bring to life a sermon, illustrating concepts that might otherwise be difficult to explain.

You have the option of buying a Sermon Illustration package through e-Sword or building your own Sermon Illustrations database.

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Unlocking Sermon Illustrations

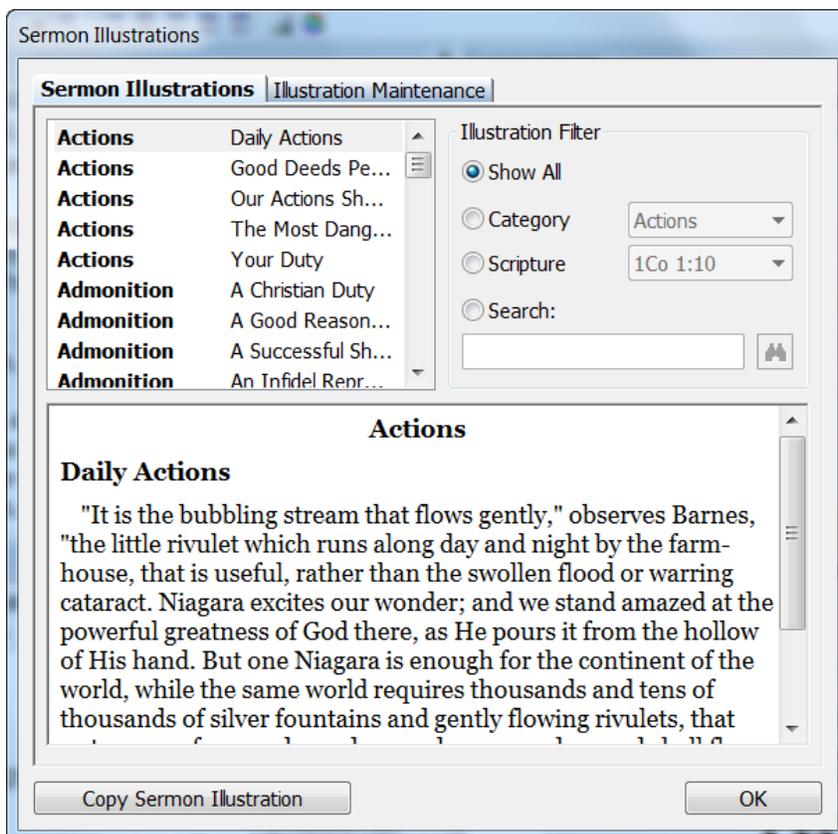
The Sermon Illustrations menu option is **grayed-out** (non-selectable) without the Sermon Illustrations file (**illustrations.illx**).

You can purchase the fully loaded Sermon Illustrations module from e-Sword.net. The module comes complete with over 4000 Bible illustrations, anecdotes, and poems compiled by AMG Publishers and Pulpit Helps Magazine.

You can also download a *blank* illustrations.illx file from BibleSupport.com to activate the Sermon Illustrations feature. You must add your own sermon illustrations to this blank file, which makes the above purchase option a great deal.

Opening Sermon Illustrations

To open the **Sermon Illustrations** window, select **Tools** from the main menu and then choose **Sermon Illustrations**.



Viewing and Copying Sermon Illustrations

1. View a Sermon Illustration by **left-clicking** an illustration in the **Sermon Illustrations tab**.
2. Click the **Copy Sermon Illustration** button to copy the text.
3. Paste the text into your **Topic Notes, Study Notes**, or any word processor.

Filtering Sermon Illustrations

The **Illustration Filter** is in the **Sermon Illustrations tab**.

The **Illustration Filter** limits your view of sermon illustrations to help narrow your search.

Sermon Illustrations are organized by **Scripture** and **Category**. You may also **search** by **keyword**.

Illustration Filter

Show All

Category Actions ▼

Scripture 1Co 1:10 ▼

Search:



Adding Sermon Illustrations

Add a new sermon illustration under the **Illustration Maintenance** tab:

The screenshot shows a window titled "Sermon Illustrations" with a tab labeled "Illustration Maintenance". On the left, there is a list of existing illustrations with columns for a category (all "Commitment") and a title. The "Add" button is highlighted. To the right of the list are three input fields: "Illustration Title" (containing "Baptism Identifies the Believer"), "Illustration Category" (a dropdown menu set to "Commitment"), and "Scripture Reference (Optional)" (containing "Rom 6:3-4; 1Co 10:1-2"). Below these fields are "Add", "Edit", and "Delete" buttons. The bottom half of the window is a large text area containing the following text:

Jesus says to identify new believers with God through baptism. Baptism in the Bible is used to mean identification (1 Cor. 10:1, 2; Rom. 6:3, 4). The relationship between water baptism and spiritual baptism is similar to the relationship of a wedding to a wedding ring. The ring doesn't marry you, but it clearly identifies the wearer as one who is married. The ring identifies one who has made a total, lifelong commitment to another person. Baptism, then, identifies us with Christ's death on the cross and His resurrection into new life. This identification is not only with Christ but also in the name of the Father and Holy Spirit. This is significant because it shows that our lives are to be totally encompassed by the Triune God.

An "OK" button is located at the bottom right of the window.

1. Click the **Add** button to add a Sermon Illustration.

2. Enter the following information:

Illustration Title: Title of your illustration.

Illustration Category: Choose an existing category or type a new category.

Scripture Reference: Enter any verses this illustration applies to.

Sermon Illustration Text: Enter the text into the bottom half of the window.

3. Click the **Update** button to add the illustration or **Cancel** to exit without saving.

Editing or Deleting a Sermon Illustration

To **edit** a Sermon Illustration:

1. Click the **Illustration Maintenance** tab.
2. Click the **sermon illustration** title you want to edit.
3. Click **Edit**.
4. **Edit** any of the following information:

Illustration Title: Title of your illustration.

Illustration Category: Choose an existing category or type a new category.

Scripture Reference: Enter any verses this illustration applies to.

Sermon Illustration Text: Enter the text into the bottom half of the window.

5. After you finish editing the sermon illustration, click the **Update** button.

To **delete** a sermon illustration:

1. Click the **sermon illustration** title you want to delete.
2. Click the **Delete** button
3. Confirm your request by clicking **Yes**. Cancel the delete by clicking **No**.

Chapter 20: The Graphics Viewer

e-Sword contains a built in **Graphics Viewer**. Your Bible study will come to life as you explore the maps that coincide with your reading. You can view maps, illustrations and paintings used in your Bible studies or sermons.

e-Sword resources will sometimes direct you to a graphic in the Graphics Viewer.

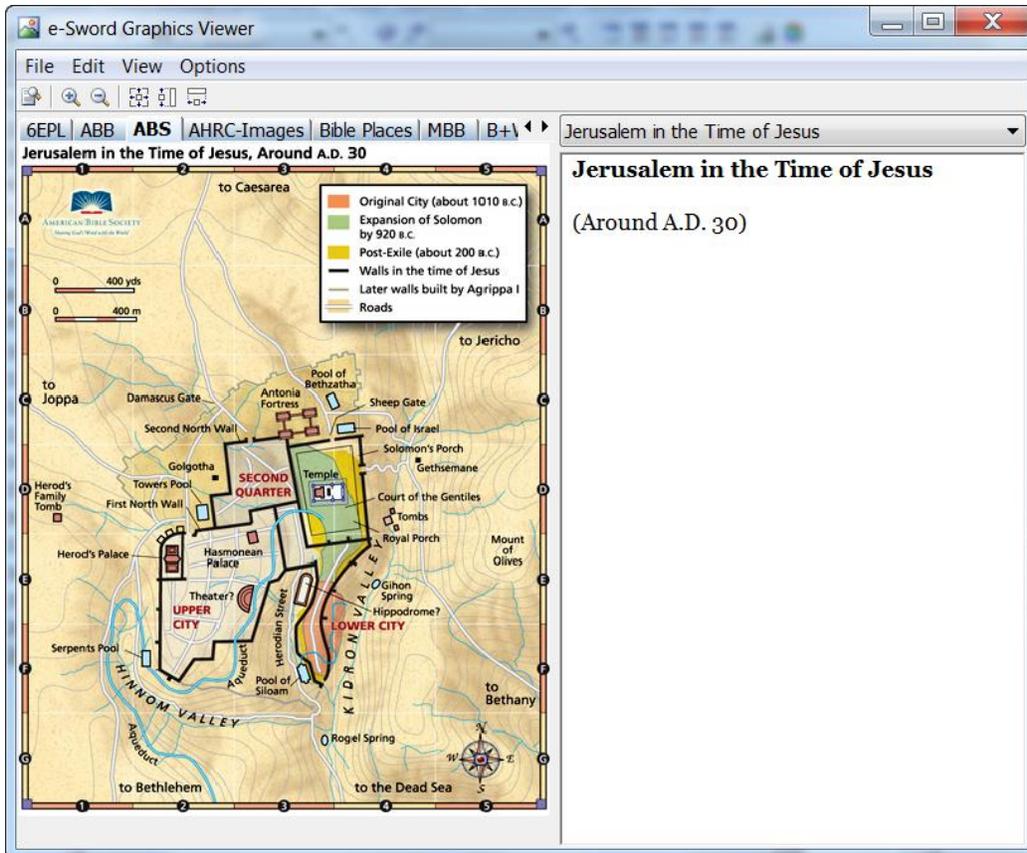
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Opening the Graphics Viewer

Access the Graphics Viewer by clicking the **Graphics Viewer**  icon on the e-Sword main toolbar. Or click **Tools** from the main menu and select **Graphics Viewer**.

TIP: The **Graphics Viewer** will be inactive if you do not have any installed graphical resources. To use the **Graphics Viewer**, make sure at least one graphical resource is installed. Download graphics resources by clicking **Download** from the main menu and choosing **Graphics**. You may also download graphics files from BibleSupport.com.



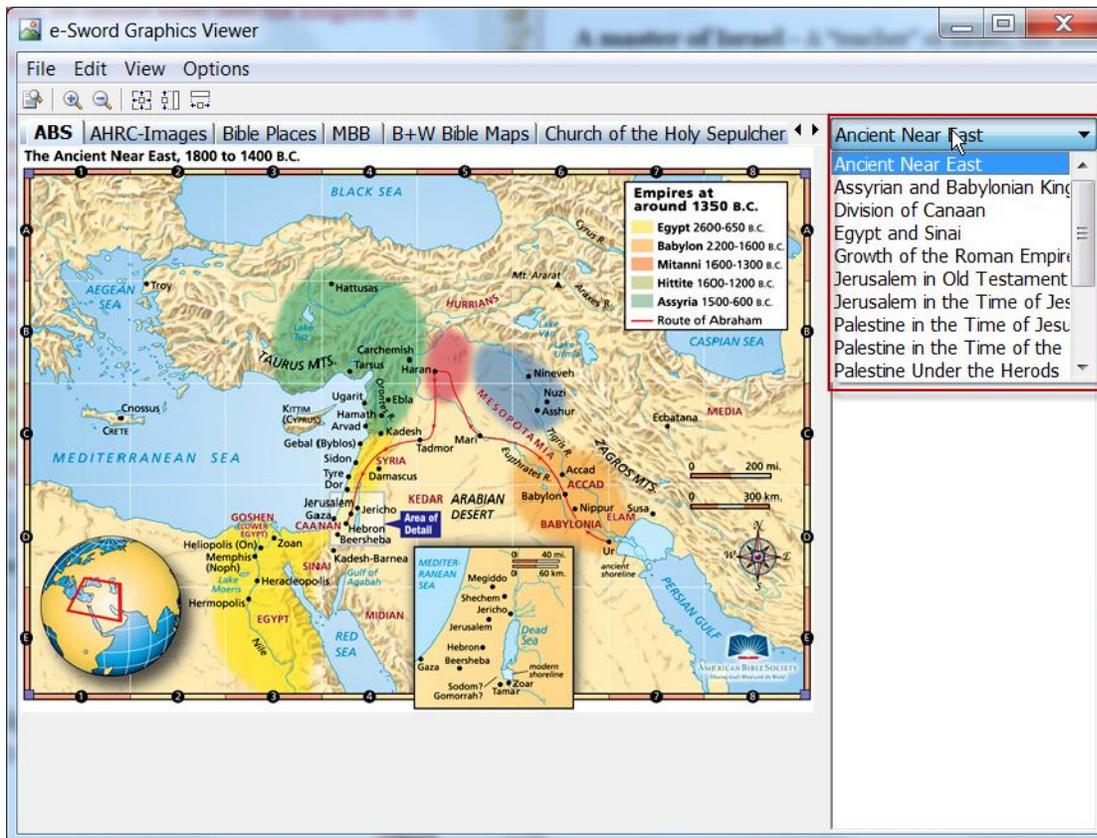
Viewing Graphics

Choose from your graphic files by clicking a resource tab above the **Map Display** window.

12tribes | 6EPL | ABB | ABS | AHRC-Images | Bible Places | MBB | B+W Bible Maps | Church of the Hol ▾ ▹

Selecting Graphics within the Graphic File

Many graphics files have **more than one graphic**. The first graphic in the file is shown after you select a resource tab. **Other** available **graphics** are shown in the drop down menu (see below).



Panning Graphics

Notice how your mouse pointer changes to a **hand**  when you move your mouse inside the **Map Display** window. Click anywhere in the **Map Display** window and **drag the graphic** by holding down the **left mouse button**.

Resizing Graphics

The Graphics Viewer toolbar contains several icons for resizing graphics: 

Click the **Zoom In** and **Zoom Out** icons  to resize graphics. These icons can be clicked repeatedly to adjust the zoom.

The **Fit All**  icon resizes the graphic to fit in your viewable window.

The **Fit Height**  icon resizes the height of the graphic to fit the viewable window, although the width is allowed to extend beyond the viewable window.

The **Fit Width**  icon resizes the width of the graphic to fit the viewable window, although the height is allowed to extend beyond the viewable window.

TIP: You can resize the Graphics Viewer window to create a larger viewable window. Then you can see more of a large graphic without panning or resizing the graphic. See [Chapter 2, “Customizing e-Sword”](#) for more information on resizing floating windows.



Many of these options are also available by clicking **View** on the **Graphics Viewer** menu.

Copying Graphics

You can copy any graphic to your Journal, Study, or Topic Notes in the Editors window or elsewhere on your computer.

1. Display the graphic you want to copy.
2. Click **Edit** from the Graphics Viewer menu and choose **Copy**. You may also use the **Ctrl-C** shortcut to copy.
3. Press **Ctrl-V** to paste the graphic elsewhere on your computer.

Chapter 21: The STEP Reader

STEP is an abbreviation for “Standard Template for Electronic Publishing”. This file format was designed for the storage of electronic Bible reference books. STEP is used by QuickVerse, Bible Companion, and other Bible software products. If you already own any of these software titles, the inclusion of the **STEP Reader** means you can use these resources within e-Sword!

If you do not have any STEP files, you may download a sampler step book pack at e-Sword.net under "Extras". You may also download free and purchased Step books at:

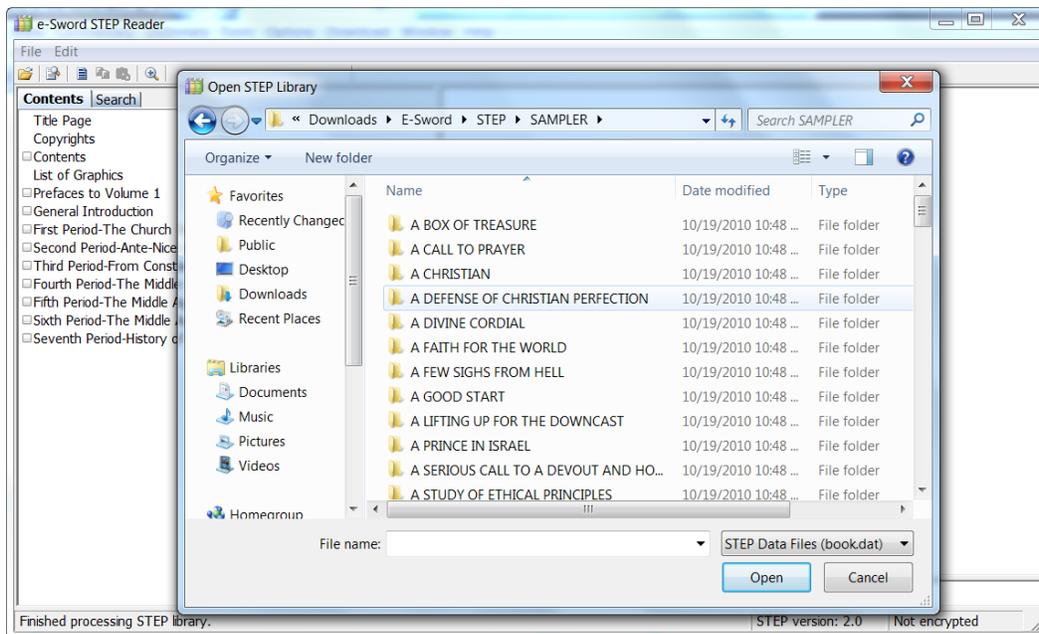
www.lightbydesign.net

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Opening The STEP Reader

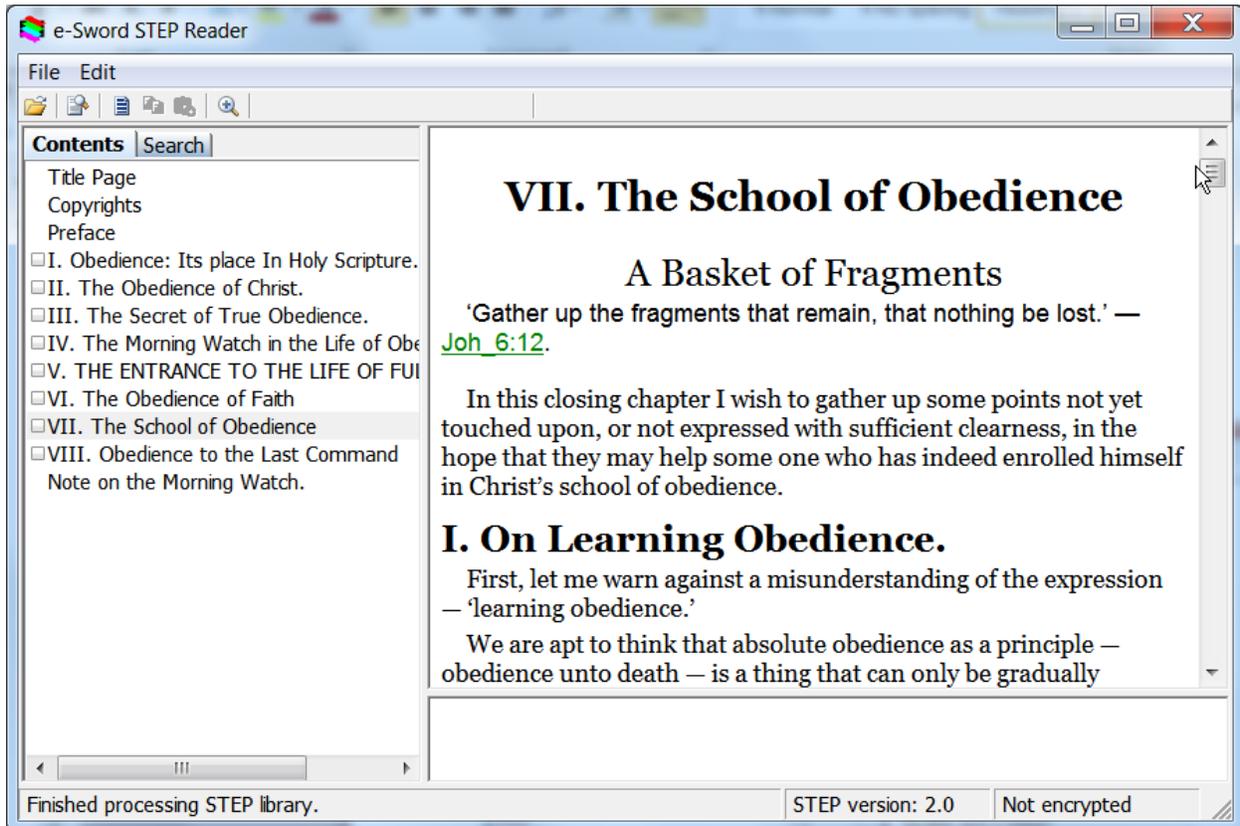
To open the **STEP Reader**, click the **Tools** from the main menu and choose **STEP Reader**.



Viewing STEP Books

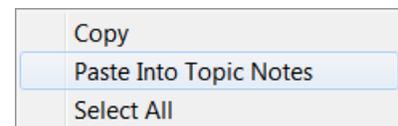
To view STEP books, click **File** from the STEP Reader menu and choose **Open**.

The STEP Reader divides the screen into two panes: The **topical (or scriptural) navigation pane** on the left and the **text on the right**.



Pasting Into Notes

The STEP Reader supports **pasting selected text** into your **Journal**, **Study**, or **Topic Notes**. Select the text you want to paste, and click the **Paste Into Notes** icon.



You can also **right-click** the mouse and choose **Paste Into Notes** from the context menu.

Searching STEP Books

To search a STEP Book:

1. Click the **Search** tab on the left window pane
2. Select your search criteria and click **Search**.
3. Your search results appear in the right window pane, with keyword matches shown in yellow.

The screenshot shows the e-Sword STEP Reader application window. On the left, there is a 'Contents Search' panel with a search box containing 'God' and search criteria options: 'All Words' (selected), 'Any Words', 'Phrase', and 'Partial match'. A 'Search' button is located below these options. The main window displays the 'Contents' page of a book, with the word 'God' highlighted in yellow in several entries. At the bottom of the window, it shows '252 sections found' and 'STEP version: 0.9 Not encrypted'.

A Personal Preface	
Part 1: INTRODUCTION	
1	The Nature, Power & Limitations of Apologetics
2	Faith & Reason
Part 2: GOD	
3	Twenty Arguments for the Existence of God
4	The Nature of God
Part 3: GOD & NATURE	
5	Four Problems of Cosmology
6	The Problem of Evil
Part 4: GOD & GRACE	
7	The Divinity of Christ
8	The Resurrection
9	The Bible: Myth or History?
Part 5: GOD & GLORY	

Chapter 22: Searching e-Sword Using Regular Expressions

This section is intended for an **advanced audience** with a technical aptitude. In depth use of this feature requires analytical and complex problem solving skills and knowledge of a search syntax known as **Regular Expressions**.

NOTE: Regular Expressions have been selectively implemented in e-Sword. Not all examples of Regular Expressions found elsewhere will work in e-Sword. If you are running a version earlier than 9.9.1 the examples may not work properly because of changes to this feature.

Extra contributors to this section include: The tips shown at eStudySource.com and LayHands.com (LayHands.com contains errors in syntax and definition that have been corrected in this manual.).

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Regular Expressions

Regular Expressions, also referred to as REGEX or REGEXP, use **special codes** to match patterns of text in very powerful (but complicated) ways. In e-Sword, regular expressions allow you to search the Bible beyond the search methods previously discussed.

Understand that regular expressions see each verse in the Bible as **separate characters** (letters, numbers, spaces, punctuation, etc.). Humans assemble characters into words as we read, but regular expressions (by default) do not understand words, spaces between words, or punctuation. Regular expressions only see characters.

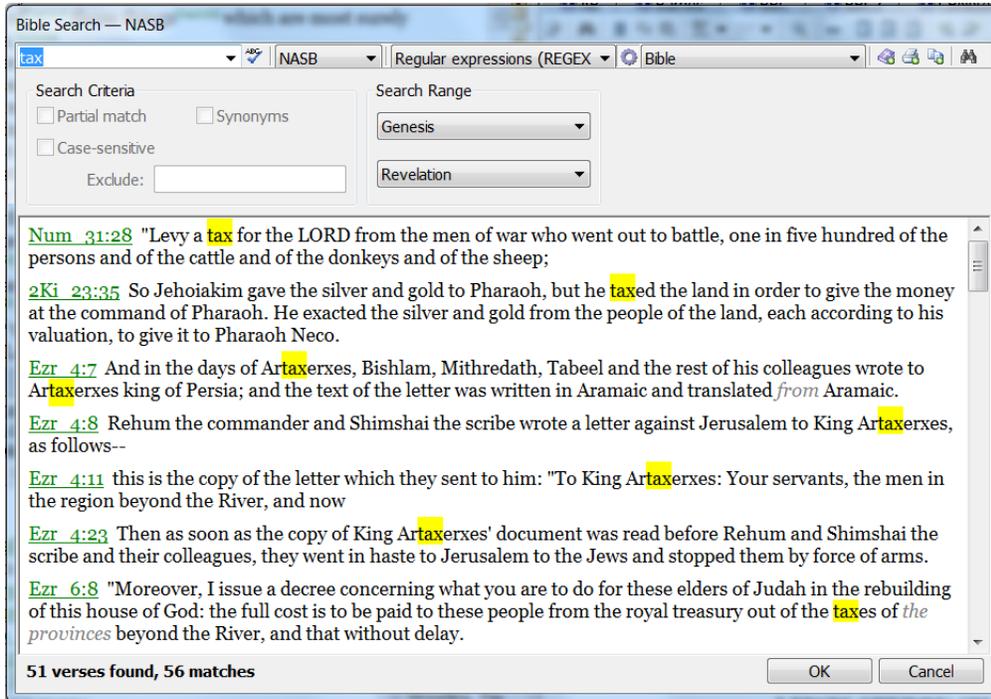
Conventions Used in this Chapter

The search pattern examples used in this section may have quotation marks around them. These *quotation marks set the text apart from surrounding text for your convenience only.*

The quotation marks are not apart of the search expression and will cause the expression to fail. **Do not include the quotation marks around a search pattern.**

Lesson 1: Case sensitive; Characters found anywhere

If we search for “*tax*”, e-Sword returns verses with “*tax*” **anywhere in the word**. This includes words like taxed, taxes, taxing, and Artaxerxes. The search is also **case sensitive**, meaning the search will not find “Tax” or “TAX”.



Lesson 2: Literal vs. Special Meaning Characters

Each character in a search pattern means something to the search. A search for “Jesus Christ” only shows results for “Jesus Christ”, not “Jesus”, “Christ”, or “Christ Jesus”. These search terms are **literal characters**. e-Sword literally finds these exact characters.

Special meaning characters are symbolic. They tell e-Sword how to **conduct** the search. For example, placing “\b” before a search term (like this: “\btax”) tells e-Sword to only find words beginning with tax.

You cannot use **special meaning characters** to find **literal characters**. For example, to find every question in the bible, you might search for the “?”. This will not work because the “?” is a special meaning character. e-Sword will attempt to use it’s special meaning, not it’s literal meaning.

The following characters have special meaning: ^ . ? * () { } [] | \

To make a question mark literal, so we can search for it, you must “escape” the question mark by placing a backslash in front, like this: “\?”

Lesson 3: Word Boundaries

Word boundaries tell e-Sword to match your search using words, not just characters.

Search for: **\btax**

Explanation: “\b” marks the beginning of a word boundary. This tells e-Sword to only find our search letters if they begin a word.

Words found: taxed, taxes, taxing, etc.

Words not found: Artaxerxes, poll-tax, etc.

Search for: **tax\b**

Explanation: “\b” marks the ending of a word boundary. This tells e-Sword to only find our search letters at the end of a word.

Words found: tax, poll-tax etc.

Words not found: Artaxerxes, taxes, taxing, taxed

Search for: **\btax\b**

Explanation: “\b” marks the beginning and ending of a word boundary. This tells e-Sword to only find our search letters if “tax” marks the beginning and ending of a word.

Words found: tax

Words not found: Artaxerxes, taxes, taxing, taxed, poll-tax, etc.

Lesson 4: Dot Character

The dot represents any one character.

Search for: **\bl.e**

Explanation: The dot represents any one character. So, the search will return “lie”, “lies”, “lye”, etc. But not “like” or “life” because those words would require more than one character and we only have one dot, allowing for one character.

Words found: lie, lies, lye, etc.

Words not found: like, life, etc.

Search for: **\bl..e**

Explanation: The dot represents any one character and we have two dots. So, the search will match “like”, “life”, etc. But not “lie”, “lies”, “lye”, etc.

Words found: like, life, etc.

Words not found: lie, lies, lye etc.

Search for: **\b.ord**

Explanation: The dot represents any one character, whether uppercase or lowercase.

Words found: lord, Lord, cord, word, etc.

Lesson 5: Brackets “[]”

Square brackets mean *any* single character within the square brackets.

Search for: [L]ord

Explanation: Searching for “[L]ord” will return all verses containing “Lord” or “lord”.

Verses found: Verses with Lord or lord.

Search for: gr[ae]y

Explanation: Searching for gr[ae]y will return all verses containing “gray” or “grey”

Verses found: Verses with gray or grey. This is useful when you are not sure how a translation spells a word, gray/grey, color/colour, etc.

Lesson 6: Range of characters “-”

A range of characters can be specified with [-] syntax. Several ranges can be given in one expression.

Search for: H307[0-4]

Explanation: Locate all verses containing “H3070”, “H3071”, “H3072”, “H3073”, or “H3074”.

Verses found: Verses with “H3070”, “H3071”, “H3072”, “H3073”, or “H3074”.

Verses not found: Verses with “H3075”, “H3076”, etc.

Lesson 7: Caret “^”

If a character class starts with “^”, then specified characters will not be selected.

Search for: H307[^5-9]

Explanation: Locate all verses containing "H3070", "H3071", "H3072", "H3073", or "H3074", but it will also match "H307".

Verses found: Verses with "H3070", "H3071", "H3072", "H3073", "H3074", "H3080", etc.

Verses not found: Verses with "H3075", "H3076", "H3077", "H3078", "H3079".

Search for: man[^k]

Explanation: Locate all verses containing the characters “man” as long as the characters are not “mankind” or any other word with “man” + “k”.

Verses found: Verses with “man” and any other variation of “man” except “mankind” and any other word with “man” + “k”.

Verses not found: Verses with “mankind”.

A cleaner way to accomplish the above search is to use a **negative lookahead assertion**: man(?!kind)

Lesson 8: Word Characters “\w”

This code matches a word character. Word characters include the letters from A - Z (upper-case and lower-case), plus the digits from 0 - 9, plus the underscore _ character. All other characters (spaces, punctuation, etc.) are non-word characters.

Building on the brackets in Lesson 5, understand that “\w” is an abbreviation for: “[A-Za-z0-9_]”.

Search for: sel\w

Explanation: Finds all words which contain "sel" followed immediately by a word character.

Words found: "self", "selves", "Methuselah", "himself", "themselves", etc.

Search for: sel\w\b

Explanation: Finds all words which contain "sel" followed immediately by a word character and the end of the word.

Words found: "self", "sell", "closely", "himself", "myself", etc.

Words not found: " Methuselah", "themselves", "selves", etc.

Lesson 9: Non-Word Characters “\W”

This code matches a non-word character. Word characters include the letters from A - Z (upper-case and lower-case), plus the digits from 0 - 9, plus the underline character. All other characters (spaces, punctuation, etc.) are "non-word characters".

Building on the brackets in Lesson 5, understand that “\W” is an abbreviation for: “[^A-Za-z0-9_]”.

Search for: \Wself

Explanation: Finds all words which begin with " self". More specifically, this finds a string of characters containing a non-word character (such as a space) followed immediately by "self".

Words found: " self", " selfish", " self-control", etc.

Words not found: "itself", "herself", "yourself", etc.

Search for: "\Wself\W"

Explanation: Finds all occurrences of the word "self" as a stand-alone word. More specifically, this finds a string of characters containing a non-word character (such as a space) followed immediately by "self", followed immediately by a non-word character (such as a space or punctuation).

Words found: "self".
Since a hyphen is a non-word character, this search will also find words such as "self-control", "self-indulgence", and so on. In a moment we'll see how to exclude hyphenated words.

Words not found: "selfish", "yourself", etc.

Lesson 10: Pipe Character “|” and Parenthesis “()”

The pipe | sign means “or”.

Search for: Jesus|God

Explanation: Finds all verses with “Jesus” or “God”. The search will return a verse with either term.

Verses found: Verses with “Jesus” or “God”

Verses not found: Verses not having “Jesus” and not having “God”

Parenthesis allow for grouping or to apply a quantifier to all characters in parenthesis (see Lesson 12 for Quantifiers).

Search for: lov(e|ed|er|es)

Explanation: Alternating text can be enclosed in parentheses “()” and alternatives separated with “|”. Searching for “lov(e|ed|er|es|ing)” will locate all verses containing:

“love”, “loved”, “lover”, “loved”, or “loving”.

Verses found: Verses “love”, “loved”, “lover”, “loved”.

Verses not found: Verses containing: “loving”.

Lesson 11: Digit “\d”

“\d” matches any digit. “\d” is equivalent to “[0-9]” (see Lesson 5 for Brackets). “\D” matches any non-numeric character. This is equivalent to “[^0-9]”. The examples below are based on a search of the KJV+ Bible.

Search for: H\d\d\d\b

Explanation: Locate all verses containing the a 3 digit Strong’s number H100-H999. The \b boundary prevents the search from finding a 3 digit number within a 4 digit number.

Verses found: Any 3 digit Strong’s number, such as H100-H999.

Verses not found: All other Strong’s numbers.

Search for: \D\d\d\d\b

Explanation: Locate all verses containing a non-numeric character, followed by 3 digits.

Verses found: Any 3 digit Strong’s number, such as H100-H999 and G100-G999.

Verses not found: All other Strong’s numbers.

Lesson 12: Quantifiers "*", "+", and "?"

Quantifiers specify *how many times a character can occur*. The asterisk "*" character finds previous character zero or more times. The plus "+" character finds the previous character one or more times. The question mark "?" character finds the previous character zero or one times.

It's difficult to find practical Bible examples that only use quantifiers (without using other commands in conjunction with quantifiers). So let's take two hypothetical examples, just to gain an understanding of the concepts. Some of the examples that follow will make practical use of quantifiers.

Search for: abc*

Explanation: Finds the letter "c" zero or more times.

Words found: "ab", "abc", "abcc", "abccc", etc.

Search for: ro*t

Explanation: Finds the letter "o" zero or more times.

Words found: "rot", "brother", "root", "rooted", "birth", words containing "rt", etc.

Search for: abc+

Explanation: Finds the letter "c" one or more times.

Words found: "abc", "abcc", "abccc", etc.

Words not found: "ab"

Search for: ro+t

Explanation: Finds the letter "o" one or more times.

Words found: rot, "brother", "root", "rooted", etc. If a word had three "o's", it would be found.

Words not found: words containing "rt", like birth, because the "o" must be found at least once.

Search for: abc?

Explanation: Finds the letter "c" zero or one times only. This differs from the + and * characters because they could find the character one or more times. The question mark is limited to a maximum of one.

Words found: "ab", "abc"

Words not found: "abcc", "abccc", etc.

Search for: ro?t

Explanation: Finds the letter "o" zero or one times only. This differs from the + and * characters because they could find the character one or more times. The question mark is limited to a maximum of one.

Words found: rot", "brother", "root", "rooted", "birth", words containing "rt", etc.

Words not found: If a word had three "o's", it would not be found.

Searching for "Saviou?r", "Saviou*r", or Saviou+r", will each locate 29 verses in the KJV containing "Savior" or "Saviour". This illustrates that sometimes there isn't a difference which quantifier you use. But in our later examples, you will see a quantifier choice can be critical.

Lesson 13: Curly brackets “{}”

Curly brackets "{}" enable precise specification of character repetitions:

- “(abc){2}” matches the “abc” characters two times.
- “(abc){2,4}” matches “abc” a minimum of two times and a maximum of four times,
- “(abc){2,}” matches abc a minimum of two times, and “{,4}” matches “abc” maximally four times.

Quantifiers "*", "+", and "?" (Lesson 12) are really special cases of the bracket notation. "*" is equivalent to "{0,}" and "+" is equivalent to "{1,}" and "?" is equivalent to "{0,1}".

In Lesson 6, we searched for “H\d\d\d\b” in the KJV+ Bible to locate all verses containing a three digit Strong’s number, such as H100-H999.

Using what we just learned, we can search for “H\d{3}\b” to return the same result as Lesson 6. Since “\d” stands for any digit and “{3}” limits our digits to three, only H100-H999 will match.

Lesson 14: Beginning Verse Anchor “^”

The “^” anchor tells e-Sword to find our search term at the beginning of a verse.

Search for: ^ God

Explanation: Locates all verses starting with the characters “God”.

Verses found: All verses starting with the characters “God”.

Verses not found: Verses with “God” anywhere else in the verse.

Because each e-Sword verse begins with a space, we have a space in “^ God”.

Lesson 15: Ending Verse Anchor “\$”

The “\$” anchor tells e-Sword to find our search term at the end of a verse.

Search for: man \$

Explanation: Locates all verses ending with the characters “man”.

Verses found: All verses ending with the characters “man”.

Verses not found: Verses with “man” anywhere else in the verse. Will NOT find verses ending in “man.”, “man?”, “man;” etc.

Search for: man\W? \$

Explanation: Locate all verses ending with the characters “man”, including between zero and one non-word character. “\W” specifies the non-word character. “?” quantifies the non-word character to say zero or one non-word characters. Non word characters are all characters other than a-z, A-Z, 0-9, and the underscore _ sign.

Verses found: All verses ending with the characters “man” plus a non-word character. This search locates “man”, “man.”, “man?”, etc.

Verses not found: Verses with “man” anywhere else in the verse.

Lesson 16: Putting It All Together with Useful Examples

Many people may skip to this section and hope to use these examples to solve their search goals. The in-depth examples and discussions of these commands were methodically given in the previous examples. If you're confused by these examples, please read the previous section(s) the command(s) where the commands were presented.

Example 1: Verses Starting/Ending with a Specific Characters

Let's search for verses where the word "God" starts the verse.

Search for: ^ God

Explanation: The caret "^" command anchors our search to the beginning of the verse. All e-Sword verses begin with a space, resulting in our space above between "^" and "God".

Verses found: All verses starting with "God".

Verses not found: All verses beginning with text other than "God".

Let's search for verses where the word "God" ends the verse.

Search for: God(W)* \$

Explanation: The "\$" command will anchor our search to the end of a verse. But since verses can end with non-word characters, like punctuation, we must account for that or those instances of "God" will be excluded. Non-word characters are represented by "W". We must also include a space between our last character and our "\$" anchor.

Verses found: All verses ending with "God", "God,", "God;", etc.

Verses not found: All verses not ending with the above.

Example 2: Finding Words Beginning/Ending with Specific Characters

Let's search for all names starting with "P" and ending with "r". Since both first names and place are capitalized in the Bible, this search will find both.

Search for: \ bP(\ w)+r\b

Explanation: The "\ b" commands define our word boundary. "P" represents the first letter. "r" represents the last letter. "\ w" means all word characters and the parenthesis forces the "+" to apply only to the "\ w". The "+" matches one or more word characters in between the "P" and "r".

Verses found: All verses containing: Peter, Potiphar, etc.

Verses not found: All verses are excluded unless they contain a word starting with "P" and ending with "r".

TIP: The above search has word boundaries. So if a verse ends with "Peter." or "Peter;" our search will not find those verses!

For our search to include punctuation (or non-word characters), we must modify our search to include zero or more non-word characters. Non-word characters are represented by "\ W" and we can find zero or more instances of the previous character with "*": \ bP(\ w)+r\b(\ W)*

Example 3: Finding Verses Only If They Contain Two+ Specific Words.

Let's search for "Jesus" and "Peter" and only find verses containing both words. You can easily find a third, fourth, fifth, etc. word by adding additional pipe | symbol.

Search for: (Jesus).+Peter|(Peter).+Jesus

Explanation: We should ideally use "\b" word boundaries around our search words, "Jesus" and "Peter" but for ease of presentation, we are not.

The search finds "Jesus" and then skips one or more characters in search of "Peter". The dot "." represents any character. The "+" sign quantifies the dot wildcard character to unlimited. The pipe "|" sign says "or". The flip side of this pattern searches for "Peter" then "Jesus". The first side of our pattern would only find "Jesus" then "Peter".

Verses found: All verses containing both "Jesus" and "Peter", including "Simon Peter".

Verses not found: All verses not containing the text "Jesus" and "Peter".

We can achieve the same results with a **look-ahead assertion**. A look-ahead assertion requires one string to the right of another to return a match. So, our search expression is: `Jesus(?!.*Peter)|Peter(?!.*Jesus)`

These expressions aren't completely identical, there are slight differences depending on whether the expression is greedy or lazy. Please refer to Regular-Expressions.info for more information.

Example 4: Finding “Wildcard” Verses References.

You may use a Regular Expression to find verse references in a commentary or dictionary. Let’s search for any Bible verse.

Search for: \w+.\d{1,3}:\d{1,3}

Explanation: “\w” finds any word character, “+” repeats the search as long as the search finds more word characters, the “.” finds any character (like a space or a _ in a verse reference), “\d” represents any digit, “{1,3}” matches the digit at least once and up to three times, the “:” is a literal character to find the “:” in the verse, and the final “{1,3}” behaves the same as the first.

Verses found: When running this search in a commentary, dictionary, or topic, the search matches all entries containing ANY Bible verse reference, including Genesis 1:1 and Gen_1:1.

What if you only want to find e-Sword verse references (tool tipped verses)? The difference between an e-Sword verse reference and a traditional verse reference is that e-Sword uses a three character book abbreviation and underscore _ sign between the book abbreviation and the chapter, like “Gen_1:1”. Our search expression is: \w{3}_\d{1,3}:\d{1,3}

What if you want to find specific verse references, such as all references to a specific bible book?

Search for: Gen_\d{1,3}:\d{1,3}

Explanation: “Gen_” is literal text—the book of the Bible we want to find. The remaining search expression is the same as our example above.

Verses found: When running this search in a commentary, dictionary, or topic, the search matches all entries containing all e-Sword verse references from Genesis.

We can further refine our search to the first chapter of Genesis with this search:
Gen_1:\d{1,3}

Example 5: Finding a Verse with Words in Proximity to other Words.

You may use a Regular Expression to find verses *with* specific words *in proximity* to other words. This example is a more complex version of a previous example, Example 3. In the example below, let's search for "Jesus" followed by "Christ" with no more than six words between them.

Search for: \bJesus\W+(?:\w+\W+){1,6}Christ\b

Explanation: \b" sets a word boundary, "Jesus" is our first word to find. "\W+" finds one or more non-word characters (like a space for example). The parenthesis sets the precedence and scope of the look-ahead assertion. "\w+" finds one or more word characters, "\W+" finds one or more non-word characters. "{1,6}" skips a minimum of one word and a maximum of six words. "Christ" is the second word to find.

Verses found: This search only finds verses with Jesus followed by Christ, with at least one word in between and no more than six words in between.

What if we want to find the opposite—"Christ" followed by "Jesus" with at least one word in between and no more than six words in between? A few translations will show additional results.

We must insert, a pipe | symbol and reverse the order of our words. Our expression is now:

\bJesus\W+(?:\w+\W+){1,6}Christ\b|\bChrist\W+(?:\w+\W+){1,6}Jesus\b

We can achieve the same results with a **look-ahead assertion**. A look-ahead assertion requires one string to the right of another to return a match. So, our search expression is: `Jesus(?=.*Peter)|Peter(?=.*Jesus)`

Reference Information on Regular Expressions.

Regular Expressions have been selectively implemented in e-Sword. This means many examples of Regular Expressions you find elsewhere will not work in e-Sword.

A great Regular Expression command summary is available:

<http://www.autohotkey.com/docs/misc/RegEx-QuickRef.htm>.

A wealth of reference material for Regular Expressions may be found here, although much of this material is either not applicable to searching the Bible in e-Sword or not supported by e-Sword: <http://www.regular-expressions.info>.