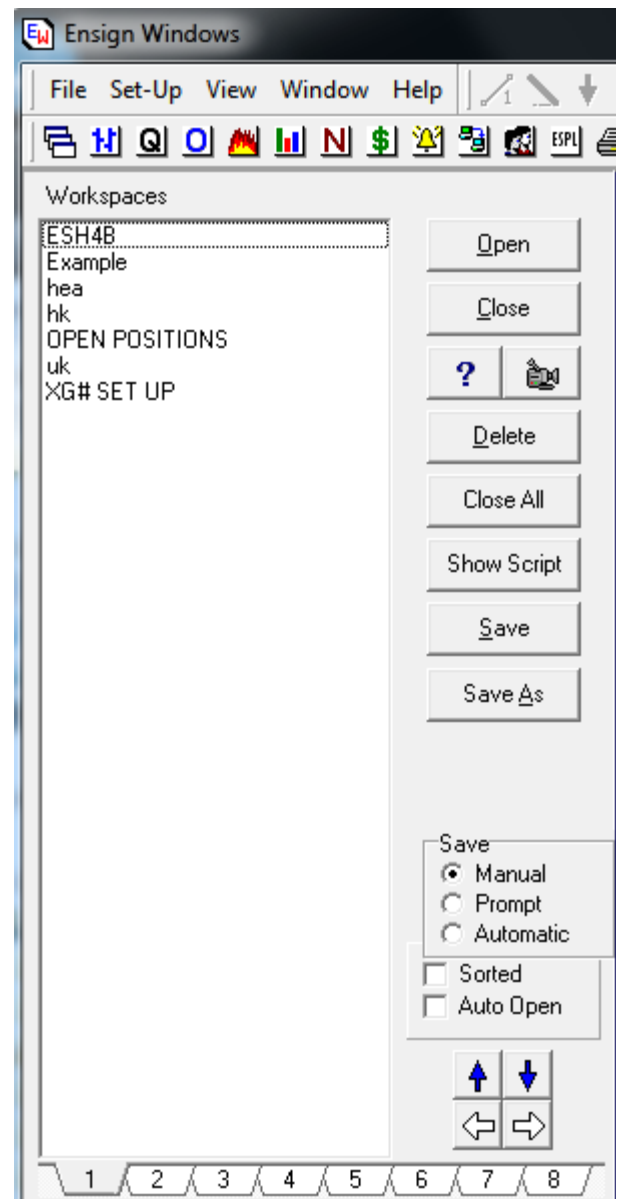# Workspaces

Ensign Windows can be used to open several charts, quote pages, and windows at the same time. A collection of open windows is called a Workspace. Ensign allows you to save a Workspace so that it can be easily restored and viewed. Workspaces remember the window locations and sizes, and enable traders to view their favorite charts and quote pages without having to repeatedly open, size, and move windows to the locations they are accustomed to. The software will remember the window locations and restore them when a Workspace is opened. Workspaces also remember the 'State' of the Lock Studies, Lock Lines, and Price Magnet buttons. Workspaces can be customized with different charts, quote pages, news windows, and trading accounts.

Creating and Saving a Workspace

The first step in creating a new Workspace is to open several windows and position them on the screen. You can apply specific studies and draw lines on the chart windows. The Workspace will remember every detail of each window that is opened. To save the Workspace, click the **Workspaces** button on the main Toolbar. The Workspaces window will appear. Click the **Save As** button, and then enter a Workspace name in the entry box. The Workspace name will be added to the list box. The screen will be memorized with all the open windows, studies, and tools. There is no limit to the number of Workspaces that can be saved. Click the **Save** button to resave a Workspace after making changes to the windows. To save a Workspace under a different name click on the **Save As** button and enter a new Workspace name.

After a Workspace is created, you can make changes to the Workspace at anytime and resave the Workspace. There are three save modes: Manual, Prompt, and Automatic. Select 'Manual' if you want to manually save Workspaces and not be prompted to save. Select 'Prompt' if you want Ensign to prompt you to save when a Workspace has been changed. Select 'Automatic' if you want a Workspace to automatically save (with no prompting) whenever you make a change to a Workspace.

Note: You can access the Workspaces window, while viewing a chart, by right-clicking on a chart and selecting Workspaces from the pop-up menu.

Opening and Using Workspaces

There are several ways to open a Workspace. Workspaces can be opened from the Workspaces window, or by clicking a Workspace 'Tab', or by pressing a function key on the keyboard. The Workspace Tabs are located on the right edge of the main Toolbar. The computer display resolution must be at least 800 x 600 pixels to view and use the Tabs. If desired, the Tabs can be hidden by unchecking the 'Show Tabs' box in the Workspaces window. Workspaces can be opened in the Workspaces window by selecting the Workspace name in the list box and then clicking **Open**. Double-clicking on the Workspace name will also open the Workspace. The first ten Workspaces in the list can be opened from the keyboard by pressing function keys **F2** through **F11**. Note: The **F1** function key activates the on-line Help, and **F12** retrieves a Snap Quote. Place a check mark in the 'Auto Open' check box if you want the first Workspace in the list to automatically open and display when Ensign Windows is run. Click the **Close** button to close the Workspaces window (or re-click the Workspaces button).

Deleting and Repositioning Workspaces

To delete a Workspace, click the **Workspaces** button and then select the Workspace name in the list box. Click the **Delete** button to remove the Workspace name from the list box. To reposition a Workspace name within the list box, select the Workspace name and then click the blue Up or Down arrows. The Workspace name will move up or down when the arrows are clicked. If your mouse has a Mouse-Wheel, you can roll up or down on the Mouse-Wheel to reposition workspace list items (in the same way that the arrows work).

Sorting the Workspace Names

Place a check mark in the 'Sorted' checkbox to sort the Workspaces in alphabetical order. Uncheck the box to arrange the names in a custom ordering.

Opening Workspaces with the Scheduler

Workspaces can be automatically opened at a specific time by using the Ensign Windows Scheduler. Select **Set-Up | Scheduler** from the main menu to view the Scheduler window. Each scheduler row can open a Workspace. Enter the keywords 'WORKSPACE=Name' on a 'Message Text' row (where 'Name' is the name of the Workspace to open). For example, to display a Workspace named MYSTOCKS, enter WORKSPACE=MYSTOCKS. The Workspace named MYSTOCKS will open at the specified scheduler time.

Sharing Workspaces with other Traders

If desired, Workspace files can be e-mailed to other Ensign Windows users. This allows traders to share their Workspaces with their associates. Workspaces are saved in text files in the \ENSIGN\WORKSPACE folder. The filename extension is .MAC (example: MYSTOCKS.MAC). When a Workspace file is saved in the \ENSIGN\WORKSPACE folder, the new Workspace will appear in the Workspaces list the next time the Workspace window is opened.

Programming Workspaces

Click the **Show Script** button in the Workspaces window to view the current Workspace script. An edit window will be displayed on the right side of the Workspaces window. Workspaces are comprised of several keywords and parameters. Ensign Windows automatically builds a Workspace

script based on the windows that are currently open. The edit window can be used to program custom Workspaces or manually change the current Workspace. The following commands can be added to a Workspace script to perform additional actions and features.

Command	Description
Clear	- closes all windows
Close	- closes the active window
NEWS	- opens the news window
Pause=#	- pauses # seconds before continuing
Print	- prints the active window
QUOTES	- opens a Quote window
Study=Name	- draws the named study on a chart
Symbol=symbol	- establishes the symbol to use for charts (ex. IBM.D)
Type=Name	- sets the chart type to 'Bars', 'Lines', 'Candles'
Window Maximized	- maximizes the active window
Workspace=Name	- Opens a Workspace