

Tips for Using Logos Bible Software Logos Version 8.8 or later

Macintosh use: These instructions are for Logos for Windows. On a Macintosh computer, when the instructions refer to the Ctrl key, use the Cmd ⌘ key. If your Macintosh does not have a 2 button mouse, when the instructions say to right click the mouse (to get the pop-up Context menu), hold down Cntl while you click. For further information about the differences between the Macintosh and the Windows versions of Logos see http://wiki.logos.com/Mac_and_PC_User_Interface_Differences.

Training Sources

1. Logos support on the Web: <http://www.logos.com/support>
2. Training videos within Logos: Open the Quickstart resource and watch 3-10 minute videos on using various basic Logos features.
3. Training videos:
 - <http://www.logos.com/videos>
 - https://www.youtube.com/playlist?list=PLXkjD_11xkSQ5fM605M-F5xikKNGbDPvj
 - https://wiki.logos.com/Logos_8_Video_Tutorials
 - <https://www.logos.com/webinar-archive>
4. Frequently Asked Questions: <https://www.logos.com/faq>
5. Logos searching tips:
 - a. Basic searches: http://wiki.logos.com/Basic_Search
 - b. Detailed search help: http://wiki.logos.com/Detailed_Search_Help
 - c. Search syntax for Basic, Bible, and Morph searches: https://wiki.logos.com/Search_HELP
 - d. Logos 3 searches: <http://www.logos.com/support/instruction/searching.asp> (most applies to later versions)
 - e. Morphological (Greek/Hebrew) searches: http://wiki.logos.com/Morphological_Search
 - f. Syntax searches: http://wiki.logos.com/A_Strategy_for_Syntax_Search and http://wiki.logos.com/Setting_up_a_Syntax_Search
6. Logos discussion forums allow users to ask how to do various tasks and how to work around bugs. You can read and contribute to the forums at <http://community.logos.com/forums>
 - a. Basic usage tips: http://wiki.logos.com/Tips_from_the_Forum
 - b. Using Greek: <https://community.logos.com/forums/84.aspx>
 - c. Using Hebrew: <https://community.logos.com/forums/85.aspx>
7. Logos Wiki (user contributed tips): https://wiki.logos.com/Logos_Bible_Software_Wiki
8. Blogs:
 - a. Logos blog: <http://blog.logos.com>
 - b. Morris Proctor blog (official Logos trainer): <http://www.mpseminars.com/blog>
9. New features in the latest major version upgrade: <https://www.logos.com/features>

General Notes

1. Logos uses the term “resource” to refer to a book in your library. In these notes the terms “resource” and “book” are used interchangeably.
2. **Variations in Logos versions:** Most of these instructions apply to Logos 8 or later, unless otherwise noted. The names for a few features have changed in later versions:
 - a. In Logos 5, the File menu (Logos 4) was renamed to Documents. In Logos 8 the menu was shortened to Docs.
 - b. In Logos 7 and later, the Sympathetic Highlighting Visual Filter (Logos 4-6) was renamed to Corresponding Selection.

Recommended Program Customization

1. **Set the program to reopen the windows you had open when you exited the program.** (By default, the program opens to the Home page.)
 - a. Logos 4-5:
 - i. If you are not viewing the Home Page, click on the Home icon. 
 - ii. From the Home Page, click on Customize (at the bottom of the screen).
 - iii. Deselect Open Home Page at Start up.
 - iv. Click on the Home icon to return to your previous windows.
 - b. Logos 6 and later:
 - i. From the Tools menu, choose Program Settings
 - ii. Under At Startup Open To, select Most Recent Layout - Local.

2. **Recommended general program settings**
 - a. From the Tools menu, choose Program Settings.
 - b. Set Automatically Download Updates to No. this prevents the program from downloading an update and starting indexing when you are in the middle of a presentation or doing important work.
 - c. Set Citation Style to Turabian. This causes footnotes to be in Turabian style when you copy from a resource into your word processor.
 - d. Click on the  in the upper right of the Program Settings tab to close it.

3. **Select a default English Bible**

*The default Bible is used whenever you choose a link to a Scripture reference. If you hover over a Scripture reference in a book, the verse will be displayed in the default Bible in a balloon window. If you click on the reference your default Bible will open to this passage.

 - a. Open the Library Browser by clicking on the Library icon on the Toolbar  or by pressing Ctrl+L.
 - b. Click on Prioritize.
 - c. Enter the name or abbreviation for the desired Bible. It is recommended that you select either New American Standard (NASB) or English Standard Version (ESV), because they are modern literal (“formal equivalence”) translations with rich hidden information (“tagging”) about the Greek and Hebrew words behind each English word.
 - d. Click on the title of the desired Bible and drag the title to the column labeled Prefer These Resources.
 - e. Click on Browse to close the list of prioritized resources.

4. [optional] **Select your favorite Bible dictionaries and English dictionaries**

*These books will be listed in the right click Context menu when you click on an English word in any book. Also when you double click on an English word, the relevant article in the first book in the list will be displayed.

 - a. Open the Library Browser by clicking on the Library icon on the Toolbar  or by pressing Ctrl+L.
 - b. Click on Prioritize.
 - c. Enter the name of your favorite Bible dictionary or Bible encyclopedia. Good choices include New Bible Dictionary, New International Standard Bible Encyclopedia or Baker Encyclopedia of the Bible.
 - d. Click on the book title and drag the title to the column that says Prefer These Resources.
 - e. If you wish, you can drag another book name to the list of prioritized resources. When you double click on an English word, if an appropriate article is not found in the first book in the list, the next book will be used.
 - f. Click on Browse to close the list of prioritized resources.

5. [optional] **Select your favorite Greek and Hebrew lexicons**

*These books will be listed in the right click Context menu when you click on a Greek or Hebrew word or when you select the Greek or Hebrew lemma from the Context menu. Also when you double click on a Greek or Hebrew word, the relevant article in the first book in the list will be displayed.

 - a. Follow the same procedure as the topic “Select your favorite Bible dictionaries and English dictionaries”, but choose appropriate Greek and Hebrew lexicons.

- i. The best choice for a Greek lexicon is A Greek English Lexicon of the New Testament and Other Early Christian Literature (BDAG). If you do not have this, choose An Intermediate Greek-English Lexicon or possibly Exegetical Dictionary of the New Testament.
 - ii. The best choices for Hebrew lexicons are A Concise Hebrew and Aramaic Lexicon of the Old Testament (CHALOT), A Concise Hebrew & Aramaic Lexicon of the Old Testament (CHALOT) or Brown-Driver-Briggs Hebrew English Lexicon (BDB).
- b. You may want to prioritize additional word study books for each language. Drag the titles in the order you would like them to appear in the pop-up menu when you click on a Greek or Hebrew word.

General Procedures

1. Open a Bible or reference book

Note: Logos uses the term “resource” to refer to a Bible, book, video, collection of images, course, etc. In these notes, the term “book” will be used interchangeably with “resource.”

a. Option 1: Library Browser

- i. Open the Library Browser by clicking on the Library icon on the Toolbar  or by pressing Ctrl+L.
- ii. In the Find box in the Library Browser, enter part of the title, author or abbreviation of the book. The list of books shows books containing the text that you enter. For example, to find the New International Version, enter “NIV” or “New International”; to find the New American Standard Bible, enter “NASB”.
- iii. Click on the title of the book that you want to open or drag the book title to an open window pane to add it as another panel in that window pane.

b. Option 2: Command Box

- i. In the Command Box on the Toolbar, enter the book abbreviation or some key words from book title. For example, to open the New International Version Bible, enter “NIV”.
- ii. From the drop down list of command, select “Open The New International Version” (or the title of the book you want to open).



2. Change the size of a window

- a. Click on the border of a window and drag it to change the width
- b. Note: A resource window in Logos cannot overlap other windows. This is called “tiled windows”. When you change the size of one window, the size of the window that touches it will change so they continue to touch.

3. Move a resource to a different window pane

- a. Click on the resource tab.
- b. Hold down the mouse button and drag the resource until the shaded blue area is where you want it to appear. If the blue fills and another pane, the resource will be added to a new tab on that pane.

4. Move all tabbed resources in a window together

- a. Press Shift, then click on any tab.
- b. Drag the blue area to the desired new location. All tabs in that pane will move together.

5. Close a book

- a. Click on the  in the upper right of the window or press Ctrl+W. Any other books open in different tabs in the window will remain open.

6. Sort the list of books in library by Title.

- a. Click on the Library icon to open the Library Browser.
- b. Click in the View icon to change to a list of names in columns.
- c. [optional] Right click on any column header and deselect any fields you do not want to display. For example, to remove the icon representing the book cover, deselect Image.
- d. [optional] Drag any field name to a new position to change the order of columns.

e. Click on the Title column to sort by Title.

*Note: The next time you open the Library Browser, these settings will be remembered.

7. Open a second copy of the same Bible or book

a. Option 1:

- i. Open the Library Browser by clicking on the Library icon on the Toolbar or pressing Ctrl+L.
- ii. Enter name or abbreviation of book (e.g. ESV, NASB).
- iii. Drag book name to where you want to open the book.

b. Option 2:

- i. Hold Ctrl and click on the tab of the open book.
- ii. Drag the tab to where you want the copy of the book to open.

8. Link a commentary to a Bible passage.

- a. Follow the same steps as “Link multiple Bibles to scroll to the same passage” and add the commentary to the same link set as the Bible.
- b. Now when you change the passage of the Bible, the commentary will display the notes for that passage.

9. Set target Bible to display links from other books. (This is useful when you have multiple open Bibles.)

- a. Click on Resource Panel icon for the desired Bible.
- b. Choose Send Hyperlinks Here.
- c. Note: You can set more than one Bible as a target. You can have a target for English, Greek and Hebrew.

10. Copy selected text into your word processor

- a. Mark the desired text in a Bible window (click at start, hold down left mouse button and move to end of desired selection).
- b. Press Ctrl+C to copy the text to the Windows clipboard.
- c. Switch to your word processor.
- d. In your word processor, set the insertion point where you want to insert the Bible text.
- e. Press Ctrl+V or select Paste from the Edit menu to paste the text.

11. Printing an article

- a. Open the desired book and go to the section you want to print.
- b. Select the portion of the article you want to print. If you want to print an entire article or Bible chapter, skip this step.
- c. Click on the Resource Panel icon and choose Print/Export.
- d. Under “Use These Sections”, check off the portion of the resource you want to print.
- e. Click on Print to start printing.

12. Creating a bibliography of all resources in your library

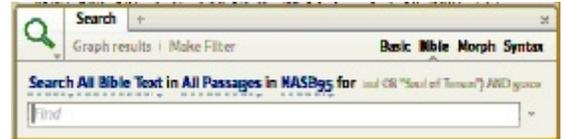
- a. From the Tools menu, choose Collections, then New.
- b. In the Title section, enter a name for the collection, such as “Entire library”
- c. In the Rule box, enter the filter value “rating:>= 0”.
- d. Click on the Resource Panel icon for the collection and select “Print/Export” from the drop-menu. Alternatively, you can press Ctrl+P.
- e. Select “Bibliography only”. It will take a moment for the bibliography preview to appear.
- f. To print the bibliography, click on Print. If you wish to save the bibliography as a document, instead under Export, click on the link for the desired file type, then enter a file name in the dialog and click on Save.

*See http://wiki.logos.com/Bibliography#How_to_create_a_Bibliography_of_all_my_books

Searching Books

1. Search for all occurrences of a word in an English Bible

- a. To open the Search window, click on the Search button on the Toolbar  or press Ctrl+Shift+S.
- b. In the upper right corner of the search window, click on Bible.
- c. Click where the dialog specifies a Bible name and choose the Bible you want to search (e.g. NASB). If it is not listed, type a few letters of the name or its abbreviation, then choose the Bible from the list.
- d. If you want to limit the search to part of the Bible, click on All Passages and enter or select from the pop-up list the portion of the Bible you want to search.
- e. Enter the word you want to find in the Find edit box.
- f. Press Enter or click on the blue right arrow to begin the search.
- g. The verses will be listed in abbreviated form. Click on any reference to see the whole verse in context.
- h. [optional] Click on Grid, Verses, Aligned, or Analysis to display the search results in different forms.



2. Advanced English Bible searches: Follow the steps under Basic English Bible searches, but enter any of the following in the search box:

- a. Phrase search: Put quotation marks around the phrase in the Find edit box: “Son of God”. If you do not use quotation marks, all words will be found in any order (a Boolean AND search).
- b. Boolean search: Enter the Boolean search in the Find edit box. You can use AND, OR, ANDNOT Boolean operators (all capitals are required). For example:
 God AND love
 World ANDNOT hate
 (God AND love) OR (world AND hate)
 enter AND “kingdom of God”
- c. Word order sensitive search: enter BEFORE as an operator. For example:
 love BEFORE God
 love BEFORE 3 WORDS God
- d. Proximity search:
 - i. Enter NEAR between the words. Find words that are close together.
 - ii. Enter WITHIN followed by a number of words between the words: Jacob WITHIN 5 WORDS father
- e. Wildcard searching: Use* to match one or more letters (must be at beginning or end of a word).
- f. Further search information is available at <http://www.logos.com/support/instruction/searching.asp>.

3. Copy search results into your word processor

- a. Note: This copies the full text of the Bible verses or the first couple of lines of the context of non-Bible books.
- b. After you perform a search, click on the Resource Panel icon for the search window and select Print/Export.
- c. For Microsoft Word:
 - i. Click on Microsoft Word under “Send to New Document”.
 - ii. A new Microsoft Word document is created with your search results in a nice table.
- d. For other word processors:
 - i. Select “Copy to Clipboard”.
 - ii. Switch to your word processor and select Edit, Paste to insert the text in your word processor.

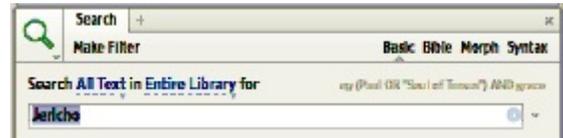
4. Copy of list of Bible references into your word processor

- a. After you perform a Bible search, on the Resource Panel icon for the search window and select Save as Passage List. This creates a new panel with a static list of Bible verses that were found in your search.
- b. Click on the Resource Panel icon for the Passage List window and select Print/Export.
- c. In the Print Preview windows, select Print as Minimized List.
- d. Click on “Copy to Clipboard”.
- e. Switch to your word processor and select Edit, Paste to insert the text in your word processor. This will paste

only a list of the Bible references, without the content of the verses.

5. Search all books in your Library

- To open the Search window, click on the Search button on the Toolbar  or press Ctrl+Shift+S.
- In the upper right corner of the search window, click on Basic.
- Click where the dialog specifies what to search and choose Entire Library.
- Enter the word you want to find in the Find edit box. You can also use any of the searches described under the topic Advanced English Bible Searches.
- Press Enter or click on the blue right arrow to begin the search.
- The books that contain the search terms will be listed.
- Click on a book name to get an expanded list of matching locations in that book.
- Click on a link to open the desired book at the matching location.



6. Find the next occurrence of a word or phrase within in a book

- Press Ctrl+F to open the Find box.
- Enter the word or phrase you want to find. The next occurrence of the word will be highlighted.
- To go to the next occurrence of the word, press F3 or the down arrow next to the Find box.
- To go to the previous occurrence of the word, press Shift+F3 or the up arrow next to the Find box.

7. Find the next occurrence of text that you highlighted in a book (see also the topic “Highlighting Text”)

- Open the desired book.
- Go to the place in the book where you want to begin the search.
- Click on the Resource Panel icon for the book.
- Select Show Locator Bar or press Ctrl+Shift+L.
- Click on the small triangle next to the word Article on the right side of the Locator bar.
- From the drop down list select Annotation.
- Click on the Down arrow on the right side of the Locator bar to jump to the next highlighted text. Click on the Up arrow to go to the previous highlighted text.
- [For more tips, see the tutorial at http://wiki.logos.com/Finding_Highlighted_Text]

8. Some searching features/quirks in Logos

- If you type several words, Logos assumes that the words can appear in any order, not necessarily as a phrase. This is equivalent to a Boolean AND search.
- To find a phrase in exact word order, you must put quotes around the phrase in the search: “Son of God”
- Must use capitals for Boolean operators: OR, AND, ANDNOT.
- Greek and Hebrew searches ignore accents, breathing marks and Hebrew vowel points.
- Greek and Hebrew searches must be entered in Greek or Hebrew script, not transliteration. If you enter the word in transliteration, you must pick the desired Greek or Hebrew word from the pick list.
- By default Morph (Morphology) searches search on the lemma (dictionary form) of the Greek or Hebrew word. If you type g: and pick a Greek word (or h: and pick a Hebrew word), it will only list lemmas of Greek or Hebrew words. *[new in version 4.3]*
- To search on an exact form of a Greek or Hebrew word in the Morph (Morphology) search mode, enter form: then pick the word from the Greek or Hebrew word pick list. *[new in version 4.3]*
- By default, searches are case and accent insensitive: “resume” will match “Resume”, “RESUME” and “résumé”. To search for exact letter case, click on the Resource Panel icon for the search window and select Match Case.
- In English searches, Logos uses a simple, rule-based method of finding variant forms of a word. It tries to reduce a word form to its basic stem and then searches on the stem. So a search for “judges” will also match “judge” and “judged”.
 - Since this is rule based rather than dictionary based, it cannot find irregular forms: such as “swim” and “swam” or “go” and “went”.

- ii. To disable this feature, click on the Resource Panel icon for the search window and deselect Match All Word Forms. Searches will now find only the exact word form entered.
- j. If you do a Boolean search with Basic Search, the Boolean terms will be within the whole chapter. If you do a Bible search they will be within a verse.

Working With Bibles

1. **Copy Bible text into your word processor**
 - a. Option 1: Mark and copy text
 - i. Mark the desired text in a Bible window.
 - ii. Press Ctrl+C to copy the text to the Windows clipboard.
 - iii. Switch to your word processor.
 - iv. In your word processor, set the insertion point where you want to insert the Bible text.
 - v. Press Ctrl+V or select Paste from the Edit menu to paste the text.
 - b. Option 2: Use Copy Bible Verses tool
 - i. From the Tools menu, choose Copy Bible Verses or Press Ctrl+Alt+B.
 - ii. Enter in the Reference box, the verses you want to copy.
 - iii. [Optional] Choose a style for the text. by clicking on the blue words after Copy (e.g. “Copy Simple Paragraphs”) and choosing a style.
 - iv. Choose the Copy button.
 - v. In your word processor, set the insertion point where you want to insert the Bible text.
 - vi. Press Ctrl+V or select Paste from the Edit menu.

2. **Display a specific Bible passage in a Bible window.**
 - a. Click on the panel or tab for the Bible that you want to make active.
 - b. Press Ctrl+G to open the Reference Box.
 - c. Enter the desired Bible reference (e.g. John 3:16), then press Enter to go to this verse.
 - d. Once a Bible book is open, you can enter just chapter and verse to go to another place in the same Bible book. For example, if you are already in John, simply enter “10:10” to go to John 10:10. If you are already somewhere in John 10, you could simply enter “10” to jump to verse 10.

3. **Synchronize multiple Bibles to scroll to the same passage.** (This is useful is you want to display the same passage in several translations or the original language along with a translation.)
 - a. Open all of the desired Bibles in separate windows
 - b. Click on the Resource Panel for a Bible. Under Link Set, click on the large letter A. This puts the Bible in set A.
 - c. Click on the Resource Panel for another Bible. Under Link Set, click on the large letter A. This add this Bible to set A.
 - d. Now when you change the passage of one Bible, all linked Bibles in set A will change to the same passage.

4. **Compare the translation of a verse in multiple Bibles.**
 - a. From the Tools menu, choose Text Comparison
 - b. Enter a Bible verse in the Reference Box, then press Enter or click the blue arrow. The same verse will be displayed in multiple Bibles.
 - c. To change the Bible versions displayed, click on the list of Bibles, and enter a list of Bible versions (e.g. NIV, NASB, KJV) or choose a Collection.
 - d. Note: By default, the Text Comparison window has a narrow fixed width. To make it adjustable size, click on the tab and drag it to another window. You can now grab the edge of the window and drag it to change the size.

Working With Reference Books

1. **Open a reference book** (See “Open a Bible or reference book” under General Procedures)
2. **Choose an article from the Table of Contents of a reference book**
 - a. Open the desired book or click on the icon or panel of an open book to make it active.
 - b. Click on the Table of Contents icon in the book Taskbar:  The Table of Contents will open on the left side of the book window.
 - c. To select an article, click on the entry in the table of contents. Some Tables of Contents use multiple levels. If you click on the main level entry, the next level in the Table of Contents will expand, so you can choose an article.
3. **Display a specific article in a reference book.**
 - a. Option 1: Use the Table of Contents for the book (see the topic “Choose An Article From the Table of Contents of a Reference Book”)
 - b. Option 2: Enter the article title
 - i. Open the desired book or click on the icon or panel of an open book to make it active.
 - ii. Press Ctrl+G to open the Reference Box.
 - iii. Enter the desired article title (e.g. Redemption), then press Enter to go to this article. When you start typing, a pick list will show you article titles that begin with these letters. You can choose a title from the list to save typing time.
4. **Open an Bible Dictionary article on a word in the Bible**
 - a. Right click on a word in the English Bible.
 - b. From the pop-up menu, choose Selection (this is the English word).
 - c. In the lower left corner of the pop-up menu, there is a list of the top 5 reference books in your library with an article on the selected word. Click on one of these reference books to open the article.
5. **Find articles with a particular word anywhere in the article**
 - a. To open the Search window, click on the Search button on the Toolbar  or press Ctrl+Shift+S.
 - b. In the upper right corner of the search window, click on Basic.
 - c. Click where the dialog specifies what to search and choose Entire Library.
 - d. Enter the word you want to find in the Find edit box. To enter a phrase, put the phrase in quotation marks.
 - e. Press Enter or click on the blue right arrow to begin the search.
 - f. Books will be listed with this word or phrase anywhere.
 - g. Click on a book name to list individual articles that have a match to the word or phrase.
 - h. Click on the blue link to view the article.
6. **Find articles with a particular topic**
 - a. To open the Search window, click on the Search button on the Toolbar  or press Ctrl+Shift+S.
 - b. In the upper right corner of the search window, click on Basic.
 - c. Click where the dialog specifies what to search and choose Entire Library.
 - d. Enter the topic you want to find in the Find edit box. If there is more than one word in the topic, put the phrase in quotation marks.
 - e. Press Enter or click on the blue right arrow to begin the search.
 - f. The top of the list of matches contains a section called Topic. If it is not expanded, click on the small triangle to the left of the word topic.
 - g. Under Look it Up a list of article titles in dictionaries and other reference books will be listed. Click on the desired book name to view the article.

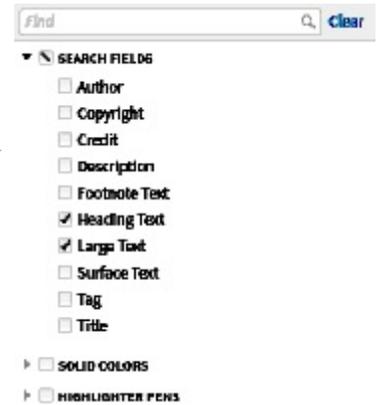


*Note: See also the topic “Find Articles With a Particular Article Title”. This method may get more or different matches.

7. Find articles with a particular article title

- a. To open the Search window, click on the Search button on the Toolbar  or press Ctrl+Shift+S.
- b. In the upper right corner of the search window, click on Basic.
- c. Click where the dialog specifies what to search and choose Entire Library.
- d. Do the following to limit the search to the article headings and subheadings:

- i. Click where the dialog specifies the portion of the books to search. This appears right after the word Search and by default it says “All Text”.
- ii. Click on the triangle next to Search Fields to expand the list of fields.
- iii. Select Heading Text and Large Text.
- e. Enter the topic you want to find in the Find edit box. If there is more than one word in the topic, put the phrase in quotation marks.
- f. Press Enter or click on the blue right arrow to begin the search.
- g. Click on a book name to list individual articles that have a match to the word or phrase.
- h. Click on the blue link to view the article.



8. Search all text of books after searching only article titles

*Note: After searching only article headings, future searches will default to searching only the headings. Follow these steps to clear this option so you can search all text again.

- a. To open the Search window, click on the Search button on the Toolbar  .
- b. In the search window, click on Heading Text (this appears right after the word Search).
- c. Click on Clear. This clears all selections and reverts searches to All Text.
- d. Click on the Find edit box and enter the topic you want to find.
- e. press Enter to conduct the search.

9. Find a desired image

- a. Click on the Search button to open the Search window.
- b. In the upper right corner of the search window, click on Basic.
- c. Click where the dialog specifies what to search and choose Entire Library.
- d. Enter the search command with #image followed by a key word in the description of the image.
 - i. For example, to find images of Ephesus, enter:

#image Ephesus

- ii. To exclude maps, you can do a more complex search:

(#image NOTEQUALS tag:map) ANDEQUALS Ephesus

10. Find a map of a particular location or event

- a. Click on the Search button to open the Search window.
- b. In the upper right corner of the search window, click on Basic.
- c. Click where the dialog specifies what to search and choose Entire Library or the desired reference book.
- d. Enter the search command with tag:map to find all maps. Here is an example of a search for maps of Ephesus:

tag:map ANDEQUALS Ephesus

11. Create the bibliographic entry for a source in the bibliography of a research paper

- a. Open the book you want to cite in Logos.
- b. Click on the 3 dots menu for the book, then select Information to open the Information window.
- c. Scroll down to the Citation section and click Copy.
- d. Switch to your word processor and paste the bibliographic citation into your bibliography.
- e. If the entry does not use a hanging paragraph, change the paragraph format for this paragraph in your word processor to Hanging Paragraph. It may be faster to create all of your bibliographic entries and then change all of the paragraphs in your bibliography at one time.
- f. Note: If the citation does not use the right format, go to Tools, Program Settings and change the Citation Style to the desire format (e.g. Turabian).

12. Create a bibliographic footnote for a source in a research paper

- a. Open the book you want to cite in Logos.
- b. Copy the desired text from the book in Logos. To do this, mark the text with your mouse, then choose Copy from the pop-up Selection menu.
- c. Switch to your word processor and put the cursor where you want to use the quotation
- d. Paste the text from the clipboard into your document. Logos will create a footnote (or endnote) after the quotation with a bibliographic citation, including the page number of the quotation.
- e. [optional] If Logos does not use the default footnote (or endnote) style, select the text in the footnote and change it to the desired style.
- f. Although Logos occasionally makes citation errors, this is usually good enough for student research papers.
- g. Tip: If you are paraphrasing the source rather than quoting it, use these same steps, then delete the quotation and move the endnote or footnote with the citation after your paraphrase.

New Testament Research

*See also the Logos forum on using Greek with Logos: <https://community.logos.com/forums/84.aspx>

1. Display Greek New Testament side by side with the English Bible.

- a. Open an English Bible in one window.
- b. Open a Greek New Testament in a second window. The best choices are the NA28 (Nestle-Aland 28th ed.) or UBS5 (United Bible Societies 5th edition). You can also use an earlier version of these texts, such as the NA27 or UBS4. If you don't have any of these, use the SBL Greek New Testament.
- c. Follow the instructions under the topic "Synchronize multiple Bibles to scroll to the same passage".

2. Find the Greek word that an English word translates

- a. Open an English Bible with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV, NKJV)
- b. Right mouse click on the desired English word in the English Bible.
- c. The lemma (dictionary form) of the corresponding Greek word will appear in the menu under "lemma". In some cases the English may translate more than one word. If there is more than one lemma, the longer word is likely to be the most significant content word.
- d. Note: You can also follow the instructions under the topic "highlight in the Greek New Testament the Greek word translated by an English word"

3. Highlight in the Greek New Testament the Greek words translated by an English word or phrase

- a. Open the Greek New Testament (NA28 or UBS5 preferred).
- b. Open an English Bible with reverse interlinear tagging in a second window (NASB, ESV, NRSV, NIV, NLT, KJV or NKJV).
- c. Click on the Visual Filters icon for each Bible and select Corresponding Selection (Logos 7 or later) or Sympathetic Highlighting (Logos 4-6).
- d. Highlight the desired text in the English Bible and the corresponding text in the Greek Bible will be highlighted. You can also highlight a Greek word or phrase and the corresponding English translation will be highlighted.

4. Find the lemma (dictionary form) and parsing of a Greek word in the Greek or English Bible

- a. Open the Greek New Testament or an English Bible with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV or NKJV).
- b. Option 1: Hover over word (instant summary of information)
 - i. Hover the mouse over the desired word in the Bible text.
 - ii. Information about the Greek word appears in a balloon at the bottom of the window. Even in an English Bible, the information balloon will be about the Greek word that is translated by this English word.

θεοσημασία; verb, present, active, indicative, first person, singular; LN 25.213; to marvel, to be astonished

(1) Greek Lemma: The dictionary form of the word

- (2) Parsing of the Greek word (the form of the word that indicates its function in the sentence).
 - (3) Louw-Nida number: The “semantic domain” or broad area of meaning of the word (nouns of people; nouns of plants, verbs of hearing, etc.)
 - (4) English gloss (basic word meaning)
- c. Option 2: Detailed Information menu
- i. Right click on a word.
 - ii. The pop-up menu show various items of information about the Greek word (and English word, if you are looking at an English Bible).
5. **Copy a Greek word to a word processor from the Greek New Testament**
- a. Right click on the desired word in the Greek New Testament.
 - b. From the pop-up Context menu choose one of the following:
 - i. Choose Selection to copy the Greek word as it appears in the Greek New Testament.
 - ii. Choose Lemma to copy the Greek word as it appears in a Greek lexicon (dictionary).
 - c. From the pop-up Context menu, choose Lemma.
 - d. Choose Copy from the Context menu.
 - e. Switch to your word processor and press Ctrl+V to paste the Greek word into your document.
6. **Copy a Greek word to a word processor in Greek font from an English Bible**
- a. In your English Bible, right click on the desired English word.
 - b. From the pop-up Context menu choose one of the following:
 - i. Choose Manuscript to copy the Greek word as it appears in the Greek New Testament.
 - ii. Choose Lemma to copy the Greek word as it appears in a Greek lexicon (dictionary).
 - c. Choose Copy from the Context menu.
 - d. Switch to your word processor and press Ctrl+V to paste the Greek word into your document.
7. **Copy a Greek word in transliterated form to a word processor (Logos 6 and later)**
- a. In your English Bible, right click on the desired English word.
 - b. From the pop-up Context menu choose one of the following:
 - i. Choose Manuscript to copy the Greek word as it appears in the Greek New Testament.
 - ii. Choose Lemma to copy the Greek word as it appears in a Greek lexicon (dictionary).
 - c. Choose Copy from the Context menu.
 - d. Go to Tools menu, and choose Text Converter from the Interactive section.
 - e. In the Text Converter, press Ctrl+V to paste the copied Greek word into the edit box where it says "Type/paste original language text". Alternatively, right click and choose Paste.
 - f. Next to SBL Greek, click on the Copy link.
 - g. Switch to your word processor and press Ctrl+V to paste the Greek word into your document.
8. **Search for all occurrences of a Greek word in the Greek or English Bible**
- a. Open a Greek New Testament or an English Bible with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV or NKJV).
 - b. Right mouse click on the desired word.
 - c. In the pop-up menu, select “Lemma” (the dictionary form of the word). If you search on the lemma, you will find all occurrences of the word, regardless of the spelling and function in the sentence.
 - d. In the pop-up menu, select “Search This Resource”. A Search window will open with the Greek word entered in the Find edit box and a list of verses with this word.
 - e. To see the full verse:
 - i. Option 1: If you hover the mouse over a verse reference, a balloon window will display the full verse.
 - ii. Option 2: Click on any reference in the list to see the whole verse in context in a Bible window.
 - f. Optional: Display the verse list in multiple Bibles, such as the Greek text and one or more English translations:
 - i. Click on Verses to display the full Bible verses.
 - ii. Click on Add Versions.
 - iii. Enter a Bible version or abbreviation (NASB, ESV). A new column is added to the verse list with the

second Bible version.

9. Search for all occurrences of a Greek word from a search dialog

- a. Click on the Search button on the Toolbar  to open a search dialog
- b. In the upper right corner of the search window, click on Morph (for “Morphology”).

- c. Click where the dialog specifies a Bible name and choose the Bible you want to search. You can search a Greek Bible or an English Bible with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV, NKJV).
- d. Click where the dialog specifies the type of morphology (the scheme for classifying Greek words). For Greek, you should normally choose Logos Greek Morphology.
- e. If you want to limit the search to part of the Bible, click on All Passages and enter or select from the pop-up list the portion of the Bible you want to search.
- f. In the Find edit box, enter “g:” to begin typing in Greek.
- g. Start typing the letters for the desired Greek word in transliteration.
- h. After you have typed a few letters, a pick list will show Greek words that begin with the letters you have typed. By default, only the lemma (dictionary form) of Greek words will be listed. [*new in version 4.3*]
- i. Select the desired word to enter it into the search box in Greek.
- j. Press Enter or click on the blue right arrow to begin the search.
- k. Note: If you prefer to type directly in Greek, click on the keyboard icon on the right side of the search edit box and select Greek. When you are finished typing in Greek, change the keyboard to Default.

10. Look up the meaning of a word in Greek lexicons and word study books, while viewing the Greek Bible

- a. Open a Greek New Testament.
- b. Right mouse click on the desired word.
- c. In the pop-up menu, select “Lemma” (the dictionary form of the word). Note: Instead of lemma, you can also look up words in some reference books with the Strong’s number.
- d. In the lower left corner of the pop-up menu, there is a list of the top 5 lexicons and Greek word study books in your library with an article on the selected Greek word. Click on one of these books to open the article. Some good choices are:
 - i. *A Greek English Lexicon of the New Testament and Other Early Christian Literature* (BDAG; Bauer): This is the Bauer’s Lexicon, which is the most authoritative New Testament Greek lexicon. (It is included in the Platinum collection or you can buy it separately.)
 - ii. *Theological Dictionary of the New Testament* (Kittel; TDNT): A 10 volume word study book with very comprehensive articles.
 - iii. *Abridged Theological Dictionary of the New Testament* (TDNTA; “Little Kittel”): A simplified version of Kittel’s, which is sufficient for most pastors.
 - iv. *Greek-English Lexicon of the New Testament Based on Semantic Domains* (Louw-Nida): Groups words with the same semantic domain together. You must look also at other usages of the word under other semantic domains.
 - v. *An Intermediate Greek-English Lexicon*: Abridged Liddell-Scott classical Greek lexicon. Covers a broad time period of Greek, so be sure you are reading information about the word meanings in the New Testament era.
 - vi. *Exegetical Dictionary of the New Testament*: A moderately thorough study of the usage of every word in the New Testament, but easier for non-specialists to read than TDNT.

11. Look up the meaning of a word in Greek lexicons and word study books, while viewing the English Bible

- a. Open an English Bible with reverse interlinear tagging in a second window (NASB, ESV, NRSV, NIV, NLT, KJV or NKJV).
- b. Follow the steps under the topic “Look up the meaning of a word in Greek lexicons and word study books, while viewing the Greek Bible”. Don’t assume that every occurrence of an English word is a translation of the same Greek word.

12. Look up a word directly in a Greek Lexicon

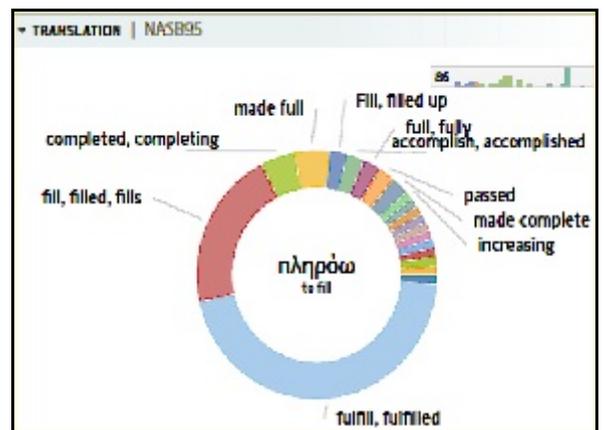
- a. Option 1: Use the Table of Contents for the lexicon(see the topic “Choose An Article From the Table of Contents of a Reference Book”)
- b. Option 2: Type the Greek word in the Locator Box for the lexicon
 - i. Click on the keyboard icon on the right side of the search edit box and select Greek.
 - ii. Type the Greek word in the Locator Box and press Enter to go to the article.
 - iii. Tip: The next time you want to type in Logos, change the keyboard back to Default to type in English.
- c. Option 3: Search for an article title with the Greek word

*Note: This example looks up a word in the Louw-Nida Lexicon of Semantic Domains. You could use this method to look up a word in other lexicons, such as BDAG (Bauer’s Greek-English Lexicon of the New Testament and Other Early Christian Literature) or TDNT (Theological Dictionary of the New Testament).

 - i. Click on the Search button on the Toolbar to open a search dialog
 - ii. In the upper right corner of the search window, click on Morph (for “Morphology”).
 - iii. Click where the dialog specifies the book to search and type “Nida”, then choose Greek-English Lexicon of the New Testament Based on Semantic Domains.
 - iv. Click on “All Text”. Click the triangle by Search Fields and select Lemma Text. This limits the search to the title of the articles in this book, which are titled by Greek lemmas.
 - v. Type “g:”, then type the transliterated spelling of the Greek word. For example, to find the article on ἀγάπη enter “g:agape”
 - vi. Select the desired Greek word from the pick list.
 - vii. Press Enter or click on the blue right arrow to search the book.
 - viii. The search lists all articles in the lexicon with the Greek word in the title. Click on an article title to read the article. Note that Louw-Nida defines a word in several articles, where each article describes a single meaning (“semantic domain”) of the word. Other lexicons, such as BDAG and TDNT, use one article per word and discuss all the meanings in that single article.
- d. Option 4: Use the Look Up command.
 - i. In the Command Box, enter “Look up” then a space, then “g:” followed by the transliterated Greek word. For example, to find an article on ἀγάπη enter “Look up g:agape”
 - ii. A list of commands will appear. Select the desired Greek word from the list, then press Enter to execute the command.
 - iii. The first Greek lexicon in your preferred list will open to this article.

13. Explore the semantic range of a Greek word

- a. Option 1: Bible Word Study Guide
 - i. On the Guides menu, choose Bible Word Study.
 - ii. In the topic box enter “g:” followed by the first few transliterated letters of a Greek word. Select the desired Greek word from the drop down list.
 - iii. Click on the Translation section to expand it, if it is not already expanded.
 - iv. The circle graph shows the ways the Greek word is translated in the default English Bible. The larger the section, the more frequent that translation is.
 - v. Click on an English translation to see a list of verses where the Greek word is translated by this English word in the default English Bible.
 - vi. Hover over an English translation to see a pop-up circle graph of all Greek words that can be translated by this English word.
- b. Option 2: Use the Greek index of Louw-Nida Lexicon of Semantic Domains
 - i. In the Command Box, enter “Nida”, then select Open Greek-English Lexicon of the New Testament Based on Semantic Domains.
 - ii. Click on the Table of Contents icon in the book Taskbar: ➡



- iii. Scroll down in the Table of Contents. Click on Volume 2 to expand the Table of Contents for volume 2.
- iv. Click on Greek-English Index.
- v. Find the Greek letter that the desired word starts with.
- vi. Click on the desired Greek word.
- vii. The lexicon now lists all semantic domains of the Greek word. This shows the semantic range of the Greek word at a glance.
- viii. Click on a semantic domain number to read about a particular semantic domain of the word in more detail.
- ix. Press Ctrl+Left to return to the index of the book showing the overall semantic range of the word.
- c. Option 3: Search Louw-Nida Lexicon of Semantic Domains
 - i. Click on the Search button on the Toolbar to open a search dialog
 - ii. In the upper right corner of the search window, click on Morph (for “Morphology”).
 - iii. Click where the dialog specifies a book to search and type “Nida”, then choose Greek-English Lexicon of the New Testament Based on Semantic Domains.
 - iv. Click on “All Text”. Click the triangle by Search Fields and select Lemma Text. This limits the search to the title of the articles in this book, which are organized by Greek lemmas.
 - v. Type “g:”, then type the transliterated spelling of the Greek word.
 - vi. Select the desired Greek word from the pick list.
 - vii. Press Enter or click on the blue right arrow to search the book.
 - viii. The search lists all articles with the Greek word in the title. Click on an article title to read about that semantic domain of the Greek word.

14. Searching for words in the Greek New Testament with a particular Greek morphology

- a. Click on the Search button on the Toolbar  to open a search dialog
 - b. In the upper right corner of the search window, click on Morph (for “Morphology”).
 - c. Click where the dialog specifies a Bible name and choose a Greek New Testament (NA28 or UBS5 preferred). You can also do this search with an English Bible with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV, NKJV).
 - d. Click where the dialog specifies the type of morphology (the scheme for classifying Greek words) and choose Logos Greek Morphology.
 - e. In the Find edit box, enter @. The Morphology Selector menu will appear.
 - f. From the Morphology Selector menu, click on the desired morphological elements, then click on the blue arrow to close the menu. For example, to find imperative verbs (commands), select Verb, Imperative.
 - g. Press Enter or click on the blue right arrow to start the search.
 - h. Optional: You can display an English Bible alongside the Greek New Testament. The search results will be highlighted in Greek and English. Follow these steps:
 - i. At the top of the search results list, click on Verses to display the full matching Bible verses.
 - ii. Click on Add Versions at the top left of the search results list.
 - iii. Enter a Bible version with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV, NKJV).
 - iv. Click on the blue right arrow to display the English Bible along side the Greek Bible in the search results list.
- *Note: Once you have done this once, future searches will display both Bibles side by side.

Old Testament Research

*See also the Logos forum on using Hebrew with Logos: <https://community.logos.com/forums/85.aspx>

1. **Display the Hebrew Bible side by side with the English Bible.**
 - a. Open an English Bible in one Window and the BHS (Biblia Hebraica Stuttgartensia) Hebrew Bible in a second Window.
 - b. Follow the instructions under the topic “Synchronize multiple Bibles to scroll to the same passage”.

2. Find the Hebrew word that an English word translates

- a. Open an English Bible with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV, NKJV)
- b. Right mouse click on the desired English word in the English Bible.
- c. The lemma (dictionary form) of the corresponding Hebrew word will appear in the menu under “lemma”. In some cases the English may translate more than one word. If there is more than one lemma, the longer word is likely to be the most significant content word.

*Note: You can also follow the instructions under the topic “highlight in the Hebrew Bible the Hebrew word translated by an English word”

3. Highlight in the Hebrew word translated by an English word

- a. Open the BHS Hebrew Bible.
- b. Open an English Bible with reverse interlinear tagging in a second window (NASB, ESV, NRSV, NIV, NLT, KJV or NKJV).
- c. Click on the Visual Filters icon for each Bible and select Sympathetic Highlighting (Logos 4-6) or Corresponding Selection (Logos 7 or later).
- d. Highlight the desired text in the English Bible and the corresponding text in the Hebrew Bible will be highlighted. You can also highlight a Hebrew word or phrase and the corresponding English translation will be highlighted.

4. Find the lemma (dictionary form) and parsing of a Hebrew word in the Hebrew or English Bible

- a. Open the BHS Hebrew Bible or an English Bible with reverse interlinear tagging in a second window (NASB, ESV, NRSV, NIV, NLT, KJV or NKJV).
- b. Option 1: Hover over word (instant summary of information)
 - i. Hover the mouse over the desired word in the Bible text.
 - ii. Information about the Hebrew word appears in a balloon at the bottom of the window. Even when you are viewing an English Bible, the information will be about the Hebrew word that is translated by this English word.

וְ; particle, article; וְ; noun, common, masculine, plural, absolute

 - (1) Lemma: The dictionary form of the Hebrew word
 - (2) Parsing of the Hebrew word (the form of the word that indicates its function in the sentence).
 - (3) English gloss (basic word meaning) [may be missing in some Hebrew texts]
 - (4) Note: If the Hebrew word includes an inseparable article, preposition or conjunction, information about these will also be included.
- c. Option 2: Detailed Information menu
 - i. Right click on a word.
 - ii. The pop-up menu show various items of information about the Greek word (and English word, if you are looking at an English Bible).

5. Copy a Hebrew word to a word processor from the Hebrew Bible

- a. Right click on the desired word in the Hebrew Bible.
- b. From the pop-up Context menu choose one of the following:
 - i. Choose Selection to copy the Hebrew word as it appears in the Hebrew Bible.
 - ii. Choose Lemma to copy the Hebrew word as it appears in a Hebrew lexicon (dictionary).
- c. From the pop-up Context menu, choose Lemma.
- d. Choose Copy from the Context menu.
- e. Switch to your word processor and press Ctrl+V to paste the Hebrew word into your document.

6. Copy a Hebrew word to a word processor in Hebrew font from an English Bible

- a. In your English Bible, right click on the desired word.
- b. From the pop-up Context menu, choose one of the following:
 - i. Choose Lemma to copy the Hebrew word as it appears in a Hebrew lexicon (dictionary).
 - ii. [English Bible] Choose Manuscript to copy the Hebrew word as it appears in the Bible.
 - iii. [Hebrew Bible] Choose Selection to copy the Hebrew word as it appears in the Bible.

- c. Choose Copy from the Context menu.
 - d. Switch to your word processor and press Ctrl+V to paste the Hebrew word into your document.
7. **Copy a Hebrew word in transliterated form to a word processor (Logos 6 and later)**
- a. In your English Bible or a Hebrew Bible, right click on the desired word.
 - b. From the pop-up Context menu, choose one of the following:
 - i. Choose Lemma to copy the Hebrew word as it appears in a Hebrew lexicon (dictionary).
 - ii. [English Bible] Choose Manuscript to copy the Hebrew word as it appears in the Bible.
 - iii. [Hebrew Bible] Choose Selection to copy the Hebrew word as it appears in the Bible.
 - c. Choose Copy from the Context menu.
 - d. Go to Tools menu, and choose Text Converter from the Interactive section.
 - e. In the Text Converter, press Ctrl+V to paste the copied Hebrew word into the edit box where it says "Type/paste original language text". Alternatively, right click and choose Paste. Since Hebrew script is written from right to left, the Hebrew word will be in the right side of the "Type/paste original language text" edit box.
 - f. Next to SBL Academic, click on the Copy link.
 - g. Switch to your word processor and press Ctrl+V to paste the transliterated Hebrew word into your document.
8. **Search for all occurrences of a Hebrew word in the Hebrew or English Bible**
- a. Open the BHS Hebrew Bible or an English Bible with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV or NKJV).
 - b. Right mouse click on the desired word.
 - c. In the pop-up menu, select "Lemma" (the dictionary form of the word). If you search on the lemma, you will find all occurrences of the word, regardless of the spelling and function in the sentence.
 - d. In the pop-up menu, select "Search This Resource". A Search window will open with the Greek word entered in the Find edit box and a list of verses with this word.
 - e. To see the full verse:
 - i. Option 1: If you hover the mouse over a verse reference, a balloon window will display the full verse.
 - ii. Option 2: Click on any reference in the list to see the whole verse in context in a Bible window.
 - f. Optional: Display the verse list in multiple Bibles, such as the Greek text and one or more English translations:
 - i. Click on Verses to display the full Bible verses.
 - ii. Click on Add Versions.
 - iii. Enter a Bible version or abbreviation (NASB, ESV). A new column is added to the verse list with the second Bible version.
9. **Search for all occurrences of a Hebrew word from a search dialog**
- a. Click on the Search button on the Toolbar  to open a search dialog
 - b. In the upper right corner of the search window, click on Morph (for "Morphology").

 - c. Click where the dialog specifies a Bible name and choose the Bible you want to search. You can search a Greek or Hebrew Bible or an English Bible with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV, NKJV).
 - d. Click where the dialog specifies the type of morphology (the scheme for classifying Hebrew words). For Hebrew, choose Anderson-Forbes Hebrew Morphology.
 - e. If you want to limit the search to part of the Bible, click on All Passages and enter or select from the pop-up list the portion of the Bible you want to search.
 - f. In the Find edit box, enter "h:" to begin typing in Hebrew.
 - g. Start typing the letters for the desired Hebrew word in transliteration.
 - h. After you have typed a few letters, a pick list will show Hebrew words that begin with the letters you have typed. By default, only the lemma (dictionary form) of Hebrew words will be listed.
 - i. Select the desired word to enter it into the search box in Hebrew.
 - j. Press Enter or click on the blue right arrow to begin the search.

*Note: If you prefer to type directly in Hebrew, click on the keyboard icon on the right side of the search edit box and select Hebrew. When you are finished typing in Hebrew, change the keyboard to Default.

10. Look up the meaning of a word in Hebrew lexicons and word study books, while viewing the Hebrew Bible

- a. Open the BHS Hebrew Bible.
- b. Right mouse click on the desired word.
- c. In the pop-up menu, select “Lemma” (the dictionary form of the word). If the Hebrew word includes an inseparable article, preposition or conjunction, you can also choose one of these. The longest word is usually the most important content word..
- d. In the lower left corner of the pop-up menu, there is a list of the top 5 lexicons and word study books in your library with an article on the selected Hebrew word. Click on one of these books to open the article. Some good choices are:
 - i. Brown-Driver-Briggs Hebrew-English Lexicon (BDB): The old standard Hebrew lexicon.
 - ii. Hebrew & Aramaic Lexicon of the Old Testament (HALOT): The standard modern, scholarly dictionary for Biblical Hebrew. (Not included in the Scholar’s Library)
 - iii. A Concise Hebrew & Aramaic Lexicon of the Old Testament (CHALOT): A brief and up to date lexicon based on HALOT. (Silver and higher)
 - iv. Enhanced Strong’s Lexicon: A very simple lexicon which is good for a quick overview of a word’s meaning. It is not as precise as other choices.
 - v. Theological Wordbook of the Old Testament (TWOT): An intermediate word study book of Hebrew, excellent for pastors.
 - vi. Dictionary of Biblical Languages With Semantic Domains (Swanson): Groups words with the same semantic domain together. You must look also at other usages of the word under other semantic domains.

11. Look up the meaning of a word in Hebrew lexicons and word study books, while viewing the English Bible

- a. Open an English Bible with reverse interlinear tagging in a second window (NASB, ESV, NRSV, NIV, NLT, KJV or NKJV).
- b. Follow the steps under the topic “Look up the meaning of a word in Hebrew lexicons and word study books, while viewing the Hebrew Bible”. Don’t assume that every occurrence of an English word is a translation of the same Hebrew word.

12. Look up a word directly in a Hebrew Lexicon

- a. Option 1: Use the Table of Contents for the book (see the topic “Choose An Article From the Table of Contents of a Reference Book”)
- b. Option 2: Type the Hebrew word in the Locator Box
 - i. Click on the keyboard icon on the right side of the Location box and select Hebrew.
 - ii. Type the Hebrew word in the Location Box and press Enter to go to the article.
 - iii. Tip: The next time you want to type in Logos, change the keyboard back to Default to type in English.
- c. Option 3: Search for an article title with the Hebrew word

*Note: This example looks up a word in BDB (Brown-Driver-Briggs Hebrew-English Lexicon). You could use this method to look up a word in other lexicons, such as Hebrew & Aramaic Lexicon of the Old Testament (HALOT), A Concise Hebrew & Aramaic Lexicon of the Old Testament (CHALOT), or Theological Wordbook of the Old Testament (TWOT).

 - i. Click on the Search button on the Toolbar to open a search dialog
 - ii. In the upper right corner of the search window, click on Morph (for “Morphology”).
 - iii. Click where the dialog specifies the book to search and type “BDB”, then choose Brown-Driver-Briggs.
 - iv. Click on “All Text”. Click the triangle by Search Fields and select Lemma Text. This limits the search to the articles with the title of a particular Hebrew lemma.
 - v. Type “h:”, then type the transliterated spelling of the Hebrew word.
 - vi. Select the desired Hebrew word from the pick list.

- vii. Press Enter or click on the blue right arrow to search the book.
 - viii. The search lists all articles in the lexicon with the Hebrew word in the title. Click on an article title to read the article.
- d. Option 4: Use the Look Up command
- i. In the Command Box, enter “Look up” then a space, then “h:” followed by the transliterated Hebrew word. For example, to find an article on אֲרָב enter “Look up h:bara”
 - ii. A list of commands will appear. Select the desired Hebrew word from the list, then press Enter to execute the command.
 - iii. The first Hebrew lexicon in your preferred list will open to this article.
13. **Explore the semantic range of a Hebrew word**
- a. On the Guides menu, choose Bible Word Study.
 - b. In the topic box enter “h:” followed by the first few transliterated letters of a Hebrew word. Select the desired Hebrew word from the drop down list.
 - c. Click on the Translation section to expand it, if it is not already expanded.
 - d. The circle graph shows the ways that the Hebrew word is translated in your default English Bible. the larger the section, the more frequent that particular translation is.
 - e. Click on an English translation to see a list of verses where the Hebrew word is translated by this English word in the default English Bible.
 - f. Hover over an English translation to see a pop-up circle graph of all Hebrew words that can be translated by this English word.
14. **Search for all occurrences of a Greek word in the Septuagint** (ancient Greek Translation of the Hebrew Bible):
- a. Follow the procedure in the topic “Search for All Occurrences of a Greek Word in a Search Dialog”, except select the LXX (Septuagint) as the Bible to search.
15. **Searching for words in the Hebrew Bible with a particular Hebrew morphology**
- a. Click on the Search button on the Toolbar  to open a search dialog
 - b. In the upper right corner of the search window, click on Morph (for “Morphology”).

 - c. Click where the dialog specifies a Bible name and choose a Hebrew Bible, such as the BHS. You can also do this search with an English Bible with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV, NKJV).
 - d. Click where the dialog specifies the type of morphology (the scheme for classifying Hebrew words) and choose Logos Hebrew Morphology.
 - e. In the Find edit box, enter @. The Morphology Selector menu will appear.
 - f. From the Morphology Selector menu, click on the desired morphological elements, then click on the blue arrow to close the menu. For example, you could select Verb, Qal, Perfect.
 - g. Press Enter or click on the blue right arrow to start the search.
 - h. Optional: You can display an English Bible alongside the Hebrew Bible. The search results will be highlighted in Hebrew and English. Follow these steps:
 - i. At the top of the search results list, click on Verses to display the full matching Bible verses.
 - ii. Click on Add Versions at the top left of the search results list.
 - iii. Enter a Bible version with reverse interlinear tagging (NASB, ESV, NRSV, NIV, NLT, KJV, NKJV).
 - iv. Click on the blue right arrow to display the English Bible along side the Hebrew Bible in the search results list.
- *Note: Once you have done this once, future searches will display both Bibles side by side.
16. **Some interesting Hebrew morphological searches**
- *Note: follow the steps in the previous section to conduct the morphology search and enter one of the following in the Find edit box.
- a. Find Hebrew words with an attached article:@A BEFORE 0 WORDS @N

Working With Collections

A collection is a group of similar resources, such as Bibles or Greek lexicons. You can search a collection to search all of a particular type of resource at one time. For example, you could search all of your Bible dictionaries or Greek grammar books at once.

1. **Create a collection**
 - a. Basic steps for creating a collection: <http://wiki.logos.com/Collections>
 - b. Some useful sample collections: http://wiki.logos.com/Example_Collections
 - c. For a list of all fields and abbreviations, see https://wiki.logos.com/Library__#Search_Fields_that_you_can_use_in_the_Find_box
2. **Add or delete resources in a collection** (see <http://wiki.logos.com/Collections>)
3. **Search resources in a collection** (this limits your search to only the resources in the collection)
 - a. To open the Search window, click on the Search button on the Toolbar  or press Ctrl+Shift+S.
 - b. In the upper right corner of the search window, click on Basic.
 - c. Click where the dialog specifies what to search and choose the desired collection (they will be listed in a section of the list called Collections).
 - d. Enter the word you want to find in the Find edit box.
 - e. Press Enter or click on the blue right arrow to begin the search.
 - f. The books in the collection that contain the search terms will be listed.

Taking Notes and Highlighting Text

1. **Highlighting text**
 - a. Select the text you want to highlight: Click and drag the mouse pointer from the start to the end of the desired text.
 - b. Option 1:
 - i. From the Tools menu, choose Highlighting.
 - ii. Click on the highlighting pen you want to use.
 - iii. Close the Highlighting window.
 - c. Option 2: Press Ctrl+K to highlight the text in the default highlighter color.
2. **Removing highlighting from text**
 - a. Select the text you want to highlight: Click and drag the mouse pointer from the start to the end of the desired text.
 - b. Press Ctrl+Shift+K to removing the highlighting.

*More information about notes and highlighting:

<https://www.logos.com/faq/notes>

<https://support.logos.com/hc/en-us/sections/360004008111-Notes-and-Highlights>

<https://support.logos.com/hc/en-us/articles/360024991111-How-Do-I-with-Notes-and-Highlights>

Some Common Keyboard Shortcuts

Windows	Macintosh	Command
Alt+H	Cmd+Shift+H	Open/Close Home Page

Ctrl+L	Cmd+L	Open Library Browser
Alt+S	Cmd+Shift+S	Open Search window
Ctrl+F	Cmd+F	Find (next location in active resource)
Ctrl+G	Cmd+G	Open Reference Box (“Go to”)
F11	Cmd+Shift+F	Reading View of current resource
Ctrl+P	Cmd+P	Print/Export
Ctrl+D	Cmd+D	Add to favorites
Shift+Ctrl+1	Shift+Cmd+1	Save the current location as Bookmark 1 (enter 2-9 for other bookmarks)
Ctrl+1	Cmd+1	Open Bookmark number 1 (enter 2-9 for other bookmarks)
Ctrl+W	Cmd+W	Close Active Panel
Ctrl+K	Cmd+K	Highlight selected text
Shift+Ctrl+K	Shift+Cmd+K	Remove highlighting from selected text.
Shift+Ctrl+I	Shift+Cmd+I	Open the information window for the current resource

Windows keyboard shortcuts: https://wiki.logos.com/Keyboard_Shortcuts_For_Windows

Macintosh keyboard shortcuts: https://wiki.logos.com/Keyboard_Shortcuts_For_Mac

Further Training in Using Logos Bible Software

1. Sign up for a free email newsletter with tips for using Logos software at <http://www.mpseminars.com>.
2. Morris Proctor Seminars offers helpful 2 day Logos training seminars (see <http://www.mpseminars.com>)
3. Much of the same content as the Morris Proctor training seminars is available in the video course “Logos Academic Training” (<https://www.logos.com/product/49558/mobile-ed-lt161-logos-academic-training>).
4. The *Logos Training Manuals* are an excellent guide to using various Logos features . These are really the user’s manuals for the software. (<https://mpseminars.com/shop>)
5. Various Logos training videos can be purchased at <http://www.learnlogos.com>.
6. Gateway Seminary in Scottsdale, Arizona periodically offers a course entitled “Computer Tools for Biblical Research”. In this course, you will learn how to use Logos Bible software and other computer tools for Bible study.