



# Enterprise Architect

User Guide Series

## The Portals Bar

What are Portals? In Sparx Systems Enterprise Architect, each Portal is a high-level logical grouping of common tools, custom searches, window layouts and Perspectives that forms an entry point to a specific set of features you might need to apply.

Author: Sparx Systems

Date: 2026-05-04

Version: 17.1

CREATED WITH  ENTERPRISE  
ARCHITECT


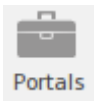
# Table of Contents

The Portals Bar .....	3
Recent Places Portal .....	9
Workspaces Portal .....	10
Perspectives Portal .....	14
Windows Portal .....	16
Extend Portal .....	20
Execute Portal .....	21
Guidebook Portal .....	28
Learning Portal .....	30

# The Portals Bar

The Portals provide a high level, logical grouping of Enterprise Architect's tools and facilities, to form an entry point into specific features that you might need to apply. They provide access to common tools, custom searches, window layouts and Perspectives. For example, if you want to run searches for particular information in the model, or access the windows that are appropriate to a particular set of actions, you can select a Portal to identify and provide access to those facilities. This makes it easier to set up a work environment within the system, and carry out your tasks in a smooth sequence.

## Access

Ribbon	Explore > Portals > <select Portal> Start > Application > Design > Portals : <Portal> button   <Portal>
Keyboard Shortcuts	Shift+Alt+P
Other	Navigator Toolbar :  : 

## The Portals window

The Portals window displays on either the left- or right-hand side of the Enterprise Architect work area. It contains the currently-selected Portal and, under the title bar, a Portal selection button for changing the selected Portal.

Once the Portals window is displayed, it remains visible until you specifically select to hide it, or to auto hide it as a tab on the side of the display, using the Portals window context menu options (see the *Portals Window Context Menu* table later in this topic).

## Portals

The system currently provides eight Portals, each consisting of a collapsible hierarchy of option groups and options. If a Portal is too long to display the entire contents at once, a scroll button displays at the top and/or bottom of the Portal. Click on these buttons to scroll the Portal contents up or down (or use the scroll wheel on your mouse, or the keyboard arrow keys).



Portal	Description
Recent Places	<p>Provides links to recently viewed diagrams, documents and files. Links are grouped into these categories:</p> <ul style="list-style-type: none"> <li>• Current Diagrams</li> </ul>

	<ul style="list-style-type: none"> <li>• Recent Diagrams</li> <li>• Documents</li> <li>• Recent Files</li> </ul>
Workspaces	<p>Provides links to the system-provided workspaces that you might use to lay out the Enterprise Architect work area, and to any workspaces that you have created yourself. The categories provided are:</p> <ul style="list-style-type: none"> <li>• Customized ('My Workspaces')</li> <li>• Core</li> <li>• Design</li> <li>• Software</li> <li>• Simulation</li> <li>• Construction</li> <li>• BABOK</li> </ul>
Perspectives	<p>Provides a wide range of model Patterns from which you can generate model structures for particular areas of work. The Patterns are organized into groups within Perspectives, and presented for selection through the 'Model Builder' dialog.</p>
Windows	<p>Provides links to the Enterprise Architect windows that you might use. The windows are grouped under the areas of:</p>

	<ul style="list-style-type: none"> <li>• Exploring the model</li> <li>• Properties</li> <li>• Diagrams</li> <li>• Specialized Tools</li> <li>• Trace</li> <li>• Collaborate</li> <li>• Test</li> <li>• Task</li> <li>• Maintenance</li> <li>• Templates</li> </ul>
Extend	<p>Lists the MDG Technologies currently active in your model - such as ArcGIS or NIEM - and for each one provides links to the facilities for working with those technologies within Enterprise Architect.</p>
Execute	<p>Provides a wide range of options that help you to:</p> <ul style="list-style-type: none"> <li>• Perform Execution Analysis on your model - building and running the Analyzer scripts</li> <li>• Record, Profile, Debug and Simulate the execution of your modeled application</li> <li>• Access various windows that display specific aspects of debugging and</li> </ul>

	<p>simulating an application</p> <ul style="list-style-type: none"> <li>• Create and edit code for your application</li> </ul>
Guidebook	<p>Provides links to the library of Enterprise Architect User Guides in PDF format. The Portal initially displays with ten categories of document, each of which can be expanded to a list of the PDF documents in that category.</p>
Learning	<p>Provides links to either the web version of the <i>Enterprise Architect User Guide</i>, or the locally-installed Help if you have downloaded that. The Portal also provides links to a number of useful web pages on the Sparx Systems website, such as the Resources, Tutorials, Webinars and Video Demos pages.</p>

## Portals Window Context Menu

Right-click on the Portals window title bar to display the context menu. You can select the options in this table:

Portal	Description
Dock Left	Docks the Portals window on the left





	hand side of the work area.
Dock Right	Docks the Portals window on the right hand side of the work area.
Auto Hide	Condenses the Portals window to a tab on the edge of the work area. Mouse-over the tab to re-open the Portals window, move the cursor off the window to return it to a tab.
Hide	Hides - and effectively closes - the Portals window. To re-open the window, select the appropriate option under the 'Explore > Portals' ribbon icon or the appropriate icon on the Start page.
Auto Collapse Groups	Automatically collapses the currently-selected group of options when you expand another group.
<list of portals>	If you right-click anywhere in the Portals window other than the window title, the list of Portals displays. Click on a Portal name to change to that portal in the window.

# Recent Places Portal

Provides links to recently viewed diagrams, documents and files. Clicking the link will re-open the selected item in the appropriate window. Links are grouped into these categories:

- Current Diagrams
- Recent Diagrams
- Documents
- Recent Files

## Access

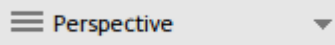


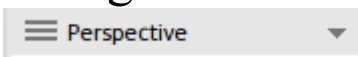
Ribbon	Explore > Portals   Recent Places
Keyboard Shortcuts	Shift+Alt+P :  Perspective   Recent Places
Other	Navigator Toolbar :  :  :  Perspective   Recent Places

# Workspaces Portal

Provides links to the system-provided workspaces that you might use to lay out the Enterprise Architect work area, and to any workspaces that you have created yourself. The categories provided are:

- Customised ('My Workspaces')
- Core
- Design
- Software
- Simulation
- Construction
- BABOK

## Access

Ribbon	Explore > Portals > Workspaces
Keyboard Shortcuts	Shift+Alt+P :  Perspective   Workspaces
Other	Navigator Toolbar :  :  Portals :  Perspective   Workspaces

## Facilities

Category	Options
My Workspaces	<p>This section provides the Workspaces that you have customized for your particular use on the 'My Workspaces' tab of the 'Workspace Layouts' dialog.</p>
Core	<p>The options in this category apply some of the basic workspaces to your work area. These include:</p> <ul style="list-style-type: none"> <li>• Basic Diagramming</li> <li>• Collaborate</li> <li>• Core Modeling</li> <li>• Default</li> <li>• Explore</li> <li>• Wide View</li> </ul>
Design	<p>The options in this category apply some of the model design workspaces to your work area. These include:</p> <ul style="list-style-type: none"> <li>• Database Modeling</li> <li>• Gap Analysis</li> <li>• Requirements</li> <li>• Schema Design</li> <li>• Trace by Matrix</li> </ul>

	<ul style="list-style-type: none"> <li>• Use Case Modeling</li> </ul>
Software	<p>The options in this category apply some of the software development workspaces to your work area. These include:</p> <ul style="list-style-type: none"> <li>• Code Editing</li> <li>• Debug</li> <li>• Profile</li> <li>• Record</li> <li>• Software Engineering</li> <li>• Testpoints</li> <li>• XSLT Debugging</li> </ul>
Simulation	<p>The options in this category apply some of the simulation workspaces to your work area. These include:</p> <ul style="list-style-type: none"> <li>• BPSim</li> <li>• DMN-Sim</li> <li>• Simulation</li> <li>• SysML-Sim</li> </ul>
Construction	<p>The options in this category apply some of the project construction workspaces to your work area. These include:</p> <ul style="list-style-type: none"> <li>• Change</li> <li>• Maintenance</li> <li>• Resource Management</li> </ul>

	<ul style="list-style-type: none"><li>• Support</li><li>• Task Management</li><li>• Testing</li><li>• Work Items</li></ul>
BABOK Guide	The 'BABOK Reader' option applies the BABOK workspace to your work area.

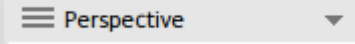
# Perspectives Portal

The Perspective Portal provides a number of work Perspectives grouped by general work area. Each Perspective filters the modeling windows and dialogs to present only the modeling Patterns you might use in the work defined by the Perspective. When you select a Perspective the Model Builder dialog displays, providing the model templates that you might use to initially create a model supporting the type of work.

For example, if you select the 'Construction > Kanban' Perspective the Model Builder dialog presents three Kanban Patterns for one-stage, two-stage and three-stage workflows. As you open or refresh other windows, such as the 'Diagram Builder' tab page of the 'Model Builder' dialog, the objects you can initially select are filtered to provide - in this example - only Patterns for developing Kanban diagrams.

The Perspectives you can select from the Portal, the Patterns they provide, and the facilities for managing Perspectives are described in the *Model Perspectives* Help topic.

## Access

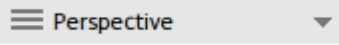


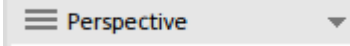
Ribbon	Explore > Portals   Perspectives
Keyboard Shortcuts	Shift+Alt+P :  Perspective

<p>Other</p>	<p>Navigator Toolbar :  :  :    Perspective</p>
--------------	---

# Windows Portal

Provides links to the Enterprise Architect windows you use to navigate through, develop and manage your models.

## Access

Ribbon	Explore > Portals > Windows
Keyboard Shortcuts	Shift+Alt+P :    Window
Other	Navigator Toolbar :  :  :    Window

## Facilities

Type	Facilities
Explore	<p>Provides links to display the:</p> <ul style="list-style-type: none"> <li>• Project } tabs of the Browser</li> <li>• Context } window</li> <li>• Resources }</li> </ul>

	<ul style="list-style-type: none"> <li>• 'Details' tab of the Inspector window</li> <li>• Navigator</li> <li>• Model Search</li> <li>• File Search</li> <li>• System Output window</li> </ul>
Properties	<p>Provides access to these facilities:</p> <ul style="list-style-type: none"> <li>• Properties window main tab</li> <li>• Notes dialog</li> <li>• 'Tags' tab of the Properties window</li> <li>• Summary screen</li> <li>• Document window</li> <li>• Features dialog</li> <li>• Requirements window</li> </ul>
Diagram	<p>Provides access to these facilities:</p> <ul style="list-style-type: none"> <li>• Filters and Layers</li> <li>• Pan and Zoom window</li> <li>• Diagram Layout tools</li> </ul>
Specialized Tools	<p>Provides access to these facilities:</p> <ul style="list-style-type: none"> <li>• Specification Manager</li> <li>• Scenario Builder</li> <li>• Constraints, through the Responsibility window</li> <li>• Decision Table Editor</li> </ul>




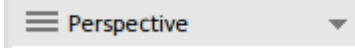
	<ul style="list-style-type: none"> <li>• Database Builder</li> <li>• Schema Composer</li> </ul>
Trace	<p>Provides access to these facilities:</p> <ul style="list-style-type: none"> <li>• The Traceability window</li> <li>• Relationships window</li> <li>• Relationship Matrix</li> <li>• Gap Analysis Matrix</li> </ul>
Collaborate	<p>Provides access to these team communication facilities:</p> <ul style="list-style-type: none"> <li>• Finding All Reviews</li> <li>• Finding All Discussions</li> <li>• Conducting Reviews</li> <li>• Conducting Discussions</li> <li>• Model Mail</li> <li>• Calendar</li> <li>• Chat</li> <li>• Model Library</li> </ul>
Test	<p>Provides the facilities to create and review Tests of all types supported by Enterprise Architect.</p>
Task	<p>Provides access to these facilities:</p> <ul style="list-style-type: none"> <li>• Project Gantt Chart</li> <li>• Personal Gantt Chart</li> </ul>

	<ul style="list-style-type: none"><li>• Resource List</li></ul>
Maintenance	<p>Provides access to the facilities for recording and managing:</p> <ul style="list-style-type: none"><li>• Changes</li><li>• Defects</li><li>• Issues</li><li>• Tasks</li><li>• Events</li><li>• Decisions</li><li>• Effort</li><li>• Risks</li><li>• Metrics</li></ul>
Templates	<p>Provides access to the facilities for maintaining:</p> <ul style="list-style-type: none"><li>• Code Engineering Templates</li><li>• DDL Templates</li><li>• Document Templates</li></ul>

# Extend Portal

The Extend Portal lists the MDG Technologies currently active in your model, and for each one provides links to the facilities for working with those technologies within Enterprise Architect.

## Access

Ribbon	Explore > Portals > Extend
Keyboard Shortcuts	Shift+Alt+P :    Extend
Other	Navigator Toolbar :  :  :    Extend

## Facilities

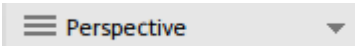


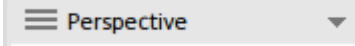
The options provided in this Portal depend on what Add-Ins and MDG Technologies are loaded and active for the model, and what operations are supported between the technologies and Enterprise Architect.

# Execute Portal

The Execute Portal provides links to the facilities of the system that help you to:

- Perform Execution Analysis on your model - building and running the Analyzer scripts
- Record, Profile, Debug and Simulate the execution of your modeled application
- Access various windows that display specific aspects of debugging an application
- Run a number of searches for information on recent Simulations

## Access

Ribbon	Explore > Portals > Execute
Keyboard Shortcuts	Shift+Alt+P :  > Execute
Other	Navigator Toolbar :  :  :  > Execute

## Facilities

Category	Options
Execution Analyzer	<p>These options provide the facilities to create and execute scripts for building, running and testing an application. Select:</p> <ul style="list-style-type: none"> <li>• Edit Build Scripts - to display the Execution Analyzer window, from which you can select a Build Script to edit</li> <li>• Open Source File - to display the 'Open Source File' browser from which you select a source file to view, and then display the file content in the Code Editor</li> <li>• Merge - to run the Merge script associated with the selected Package</li> <li>• Build - to build the selected Package according to the active Build Script</li> <li>• Deploy - to run the deployment script associated with the selected Package</li> <li>• Run - to run the executable script associated with the selected Package</li> <li>• Test - to run the testing script associated with the selected Package</li> </ul>
Simulator	<p>The options in this section open a number of windows that you might use in a</p>

	<p>Simulation session. Select:</p> <ul style="list-style-type: none"><li>• Simulator to open the Simulation window</li><li>• Triggers and Events to open the Simulation Events window</li><li>• Breakpoints - to open the Breakpoints &amp; Markers window</li><li>• Local Variables - to open the Locals window</li><li>• Call Stack - to open the Call Stack window</li><li>• BPSim to open the Configure BPSim window</li><li>• SysMLSim to open the Configure SysML Simulation window</li></ul>
Simulation	<p>The options in this section help you to quickly control a simulation process. Select:</p> <ul style="list-style-type: none"><li>• Start Simulation - to start debugging</li><li>• Step - to step over the next line of code after a break</li><li>• Step In - to step into a function call in the code</li><li>• Step Out - to step out of a function call</li><li>• Pause - to pause simulation</li><li>• Stop - to stop the simulation altogether</li></ul>

Debugger	<p>The options in this section open a number of windows that you might use in a debugging session. Select:</p> <ul style="list-style-type: none"><li>• Debugger - to open the Debug window</li><li>• Breakpoints - to open the Breakpoints &amp; Markers window</li><li>• Call Stack - to open the Call Stack window</li><li>• Local Variables - to open the Locals window</li><li>• Memory - to open the Memory Viewer window</li><li>• Modules - to open the Modules window</li><li>• Watches - to open the Watches window</li><li>• Object Workbench - to display the 'Object Workbench' dialog</li><li>• Debugging Perspective - to display the set of debug windows, dialogs, toolbars and menus that you might use in a debugging session</li></ul>
Debug	<p>The options in this section help you to quickly debug a running process or application (through a debug script). Select:</p> <ul style="list-style-type: none"><li>• Debug Run - to start debugging</li></ul>

	<ul style="list-style-type: none"><li>• Step - to step over the next line of code after a break</li><li>• Step In - to step into a function call in the code</li><li>• Step Out - to step out of a function call</li><li>• Pause - to pause debugging</li><li>• Stop - to stop the debugging session altogether</li></ul>
Record	<p>The options in this section help you to set up, start, record and analyze the execution of the application code developed from your model. Select:</p> <ul style="list-style-type: none"><li>• Recorder to open the Record &amp; Analyze window</li><li>• 'Apply Record Layout' - to open the windows and dialogs that you would use in performing Execution Analysis on your model</li><li>• 'Start Recording' - to start a manual recording of the current thread during a debug session, managing it using the 'Step...' functions</li><li>• 'Stop Recording' - to stop the current recording session</li><li>• 'Auto Record Thread' - to begin recording and not stop until either the program ends, you stop the debugger or</li></ul>

	<p>you click on the 'Stop' icon</p> <ul style="list-style-type: none"><li>• 'Toggle Display of Execution Point' - to toggle between highlighting the execution point and not doing so</li><li>• 'Create Sequence Diagram' - to generate a Sequence diagram from the recording trace</li></ul>
Profile	<p>The two options in this section are to quickly set up a Profiling session on your application. Select:</p> <ul style="list-style-type: none"><li>• Profiler - to open the Profiler window</li><li>• Apply Profile Layout - to display all windows and dialogs that you might use in profiling the execution of your application</li></ul>
Code	<p>The options provided in this section help you to create, edit and debug code.</p> <ul style="list-style-type: none"><li>• Scripting - displays the Scripting window for creating scripts within script groups</li><li>• Source Code Editor - displays the Source Code Editor, which helps you to view, edit and maintain your source code directly inside Enterprise Architect</li><li>• Language Grammars - displays the</li></ul>

	<p>Grammar Editor for writing and editing a grammar for code imported in a new programming language</p> <ul style="list-style-type: none"><li>• Search Files - displays the Find in Files window for searching the content of selected files, or using the Code Miner</li></ul>
Test	<ul style="list-style-type: none"><li>• Testpoints to open the Testpoints window</li></ul>
XSLT	<ul style="list-style-type: none"><li>• XSLT Editor/Debugger - displays both the XSLT Debugger screen and the System Output window at the XSLT Transformation tab, for converting an input document into XML or other document types using an XSLT Stylesheet; the transformation is modeled in an XML Transform diagram, from which you can debug and/or execute the stylesheet</li></ul>

# Guidebook Portal

The Guidebook Portal provides access to a library of PDF documents held on the Sparx Systems website. These documents discuss specific areas of Enterprise Architect's functionality and use. The documents are grouped according to the area of work they support, namely:

- Basics
- Repository
- Modeling
- Domains
- Guides (for Business Analysis, Business Modeling and Enterprise Architecture)
- Project Management
- Publishing
- Simulation
- Execution
- Automation

To open a document, double-click on the document name.

## Access

Ribbon	Explore > Portals > Guidebook
Keyboard	Shift+Alt+P :  Perspective >




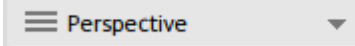
Shortcuts	Guidebook
Other	<p>Navigator Toolbar :  :  Portals :</p> <p> Perspective &gt; Guidebook</p>

# Learning Portal

The Learning Portal provides links to a number of useful Help pages or other web pages on the Sparx Systems website, to present topical information quickly.

The options are organized in a sequence, giving very specific information on a narrow subject such as keyboard shortcuts through increasingly broad discussions of facilities, features and concepts.

## Access

Ribbon	Explore > Portals > Learning
Keyboard Shortcuts	Shift+Alt+P :  > Learning
Other	Navigator Toolbar :  :  :  > Learning

## Facilities

Category	Options

Quick Reference	The 'Quick Reference' option provides a set of Help topics that give immediate information on some of the collections of tools of Enterprise Architect, such as shortcut keys or the ribbons.
Help	The options in this group access the top-level topic from each chapter of the Help. Once you have displayed a top-level topic, you can select subordinate topics for more detailed information on a subject, or return to the Index to open a different chapter.
Special Topics	These topics describe specific features and facilities of Enterprise Architect, to provide a direct and focused discussion of a facility such as Kanban diagrams or Roadmaps.
Guides	These topics discuss broader subject areas and work concepts, such as Enterprise Architecture, Business Analysis and Business Modeling.
Webinars	Select the 'All Webinars' option to open the 'Webinar Registration' page of the Sparx Systems website, which: <ul style="list-style-type: none"><li>• Describes upcoming webinars</li></ul>

	<p>(real-time seminars hosted via the internet) scheduled by Sparx Systems, and</p> <ul style="list-style-type: none"><li>• Provides links to the registration form, for you to register your participation in a webinar</li></ul>
About	<p>The options in this section provide access to a range of useful Sparx Systems web pages, which contain information on and demonstrations of Enterprise Architect and other Sparx Systems facilities.</p> <ul style="list-style-type: none"><li>• 'Tutorials' - to open the 'Tutorials' page of the Sparx Systems website, which provides tutorials on general UML modeling and doing work with Enterprise Architect</li><li>• 'Resources' - to open the 'Help, Tutorials &amp; White papers' page and the 'Resources' page of the Sparx Systems website, providing access to a wide range of Enterprise Architect and UML tutorials, demonstrations, examples, base files, Add-Ins and general information</li><li>• 'MDG Technologies' - to open the 'MDG Products' page of the Sparx Systems website, which provides a brief description of, and the download</li></ul>

links for, each supported MDG Add-In product for a selected edition of Enterprise Architect - select your installed edition from the drop-down list

Enterprise Architect editions such as Unified and Ultimate will automatically register certain Add-In products; however these Add-Ins are not included in the default Enterprise Architect installation and must be downloaded separately

- '3rd Party Extensions' - to open the 'Third Party Extensions' page of the Sparx Systems website, which provides listings of additional Enterprise Architect Add-Ins developed by partners and other members of the Enterprise Architect community
- 'Newsletter' - to open the 'Newsletters' page of the Sparx Systems website, which provides links to view newsletters previously released by Sparx Systems, and to subscribe to receive future newsletters as they are released
- 'Release History' - to open the 'Recent Features' page of the Sparx Systems website, which provides a full history

	<p>of changes in the most recent builds of Enterprise Architect</p> <p>You can also open the release history and investigate the features of earlier releases of the system, going back to version 1.1.3, the very first commercial release</p>
--	---

