# TabZen User Manual

Last Updated: July 5, 2025

Welcome to **TabZen** — the minimalist, privacy-first Chrome extension that automatically organizes your tabs by domain. Whether you're a developer, researcher, student, or multitasker, TabZen helps you reclaim your browser — one grouped tab at a time.

# 1. How to Add the Extension to Chrome

Adding TabZen to Chrome is quick and easy:

- 1. Visit the <u>Chrome Web Store</u> (link coming soon).
- 2. Search for "TabZen Organize Tabs by Domain Automatically".
- 3. Click "Add to Chrome".
- 4. Confirm by clicking "Add Extension" in the pop-up dialog.
- 5. Pin TabZen for easy access:
  - Click the puzzle icon on your Chrome toolbar.
  - Click the pin 📌 icon next to **TabZen**.

That's it! You'll now see the TabZen icon on your toolbar.

### 🔆 2. How to Use the Extension

Once installed, using TabZen is effortless. Just click on the Tabzen icon on your toolbar:

#### ➤ Manual Sort & Group

Click the "Organize Tabs now" button 🧘 to immediately:

- Group all open tabs by their domain (e.g., all github.com tabs grouped together).
- Alphabetically sort the tab groups by domain name.

TabZen will not affect pinned tabs or already manually created groups. You can also use the keyboard shortcut:

- Windows/Linux: Ctrl + Shift + K
- **Mac**: # + Shift + K

#### > Auto Mode (Optional)

Enable Auto Mode to:

- Automatically organize your tabs every time a new tab is opened.
- Ideal for people who constantly open new tabs during research or work.

Auto Mode respects user-created groups and avoids disrupting your workflow.

### 🔧 3. Settings and Their Use Cases

Access settings via the options page:

- Click on the TabZen icon → **settings** in the pop-up or
- Right-click on the TabZen icon  $\rightarrow$  **Options** or
- Visit chrome://extensions/, find TabZen, and click "Details" → "Extension Options"

#### O Auto Mode

**Description**: Automatically sort & group tabs on any new tab creation.

**Use Case**: Great for multitaskers, researchers, and developers who open many tabs quickly and want things to stay clean.

#### Scope

Controls where TabZen applies its grouping:

- All Windows Organizes tabs across all Chrome windows.
- Current Window Only Limits grouping to your currently focused window.
- **All Except Current** Organizes tabs in background windows, helpful when you're actively working in one window and want the rest kept tidy.

**Use Case**: Ideal for multitaskers who want background windows cleaned without interference in the current window.

#### Grouping Mode

**Description**: Group tabs by the root domain (example.com) instead of subdomains like blog.example.com.

**Use Case**: Perfect when multiple subdomains are part of the same site (e.g., docs.google.com, mail.google.com).

#### **Sorting Mode**

Defines how tab groups are ordered:

- **Alphabetical** Sorts groups based on domain name A–Z.
- Recently Opened Sorts groups based on most recent tab opened within each domain.
- **Tab Title** Sorts based on the tab's actual page title (good for reading-centric workflows).

**Use Case**: Choose Recently Opened if you're researching and want newer tabs prioritized.

#### S Excluded Domains

Let you exclude specific domains from being grouped or moved.

- Add any domain (e.g., mail.google.com, docs.google.com)
- These tabs remain untouched when you organize

Use Case: Keep communication or workspace tabs separate, always visible.

### 🎨 Group Color Style

Customize the visual style of your tab groups.

- **Random** Assigns a random color to each group (visually distinct).
- Static All groups get a consistent color (minimalist aesthetic).
- **Domain Hash** Generates a unique but fixed color for each domain, consistent across sessions.

Use Case: Use Domain Hash to always associate Gmail with red, Slack with blue, etc.

#### Language (i18n Support)

**Description**: Choose between English, French, Spanish, German, Chinese, Hindi, Russian, Portuguese, Italian, Japanese, or Korean UI.

**Use Case**: Users can experience TabZen in their preferred language.

TabZen supports automatic language detection based on your browser's locale and selected UI language.

### 🔒 4. Privacy Policy (Summary)

TabZen was built with privacy in mind from day one.

#### Key Points:

- No user login required
- No tracking or analytics by default
- All logic runs entirely in your browser
- No data is sent to any server

Even when metrics are enabled, all information is anonymous and local.

**Full Privacy Policy**: <u>https://tabzen.netlify.app/privacy</u>

#### **5**. Contact & Support

Have Feedback or Questions?

We'd love to hear from you.

Email: <u>smsaurabhmudgal@gmail.com</u> Website: <u>https://tabzen.netlify.app/</u>

Want to Support TabZen?

Here's how you can help:

+ Leave a 5-star review on the Chrome Web Store (once published)

Share with your team: TabZen is great for group workflows

Post on Twitter/X about how TabZen improved your browsing

**E** Mention TabZen in your work emails or team calls

Use this hashtag: #TabZen

# 🔆 Credits

Created with focus & caffeine by Saurabh Mudgal.

🧘 Stay Zen, Stay Organized.