






















Notebook Software Version 9.5 Toolbars

Notebook Software Toolbar

The Notebook™ software toolbar gives you access to a number of tools to help you work with your Notebook file. By default, the toolbar appears at the top of the Notebook page. If you prefer to sit, or are working with young students, it may be more convenient to move the toolbar to the bottom of the page. To do this, press the down arrow on the far right of the toolbar.

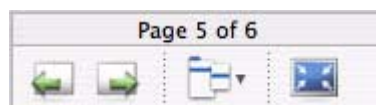
Button	Use this tool to	Button	Use this tool to
	display the previous Notebook page		write or draw on the Notebook page with the pen tool
	display the next Notebook page		write or draw on the Notebook page with the creative pen tool
	insert a blank Notebook page directly after the active Notebook page		erase digital ink on the Notebook page
	save your Notebook page		draw a line
	paste copied object(s) into a Notebook file		create a shape
	undo the last action you performed		create a text-entry box for typing
	delete any selected object		set the color of a drawing tool or selected shape
	show/hide the Screen Shade on the current Notebook page		set the transparency of a drawing tool, a selected shape or an object
	open Full Screen view		select the line properties of a drawing tool or selected shape
	launch the Screen Capture toolbar		move the toolbar to the bottom of the Notebook page
	select any object on the page with your finger or mouse		





NOTE: Control-click on the Notebook software toolbar for the option to customize it. For example, you might want to select **Icon & Text** from the control-click menu to add text below each icon. The text will help you learn which function each icon represents.

Select **Customize Toolbar** to add additional items, such as Zoom, to the toolbar. Adding the Zoom button allows you to quickly enlarge any content on the active page that people at the back of the room are having trouble seeing.

Full Screen Toolbar

The Full Screen toolbar allows you to work with your Notebook file while in full screen mode.



Button	Use this tool to	Button	Use this tool to
	display the previous Notebook page		display a menu of more options, for example, the shapes or pen options
	display the next Notebook page		exit full screen

Side Tabs

There are three tabs on the right-hand side of the Notebook interface.

Press the **Page Sorter** tab to allow you to see a thumbnail image of each page in your Notebook file. A key feature of Notebook software is the ability to add as many pages as you need to capture or display information.

Press the **Gallery** tab for collections of SMART's custom pages, clip art, Macromedia® Flash® animations and video you can add to your Notebook file.

Press the **Attachments** tab to add hyperlinks to or attachments from other software applications in your file.

Press the arrow button to move the three tabs to the other side of the page – often a more comfortable location for left-handed presenters.

