







































Notebook™ Software Toolbars













The Standard Windows® Toolbars

The Standard Windows Toolbars are the default toolbar setting for Notebook software. These toolbars are especially useful if you are copying and pasting a lot of information into your Notebook file or if you are using the drawing tools. The touch-sensitivity of your SMART Board™ interactive whiteboard means you can operate each of these tools with your finger.

Button	Use this tool to...	Button	Use this tool to...	Button	Use this tool to...
	Create a new blank Notebook file		Insert a blank page immediately after the active page		Create a rectangle of any dimension
	Open a Notebook file		Insert a template		Create an ellipse of any dimension
	Save your file		Show the Gallery		Draw a line
	Send your file to the default printer		Zoom out		Add predefined shapes
	Delete any selected object(s)		Zoom		Create a text-entry box
	Cut any selected object(s)		Zoom in		Set the current color of a tool, shape or object
	Copy any selected object(s)		Show/hide the screen shade		Select line width for any selected object(s)
	Paste clipboard object(s) into a Notebook file		Launch the Capture toolbar		Fill a selected rectangle or ellipse with the current color
	Undo the last action you performed		Open context-sensitive help for any selected object(s)		Change the font of selected text
	Redo the last action you performed		Select any object on the page		Change the font size of selected text
	Display the previous Notebook page		Write or draw on a Notebook page		Format selected text as italic
	Display the next Notebook page		Erase annotations on a Notebook page.		Format selected text as bold
	Delete the active page		Highlight with translucent ink over top of any object		

The Simple Toolbar

The Simple Toolbar gives you access to the basic functions you need to work in Notebook software. It appears along the left side of your Notebook page, leaving you more whiteboard space than with the Windows Standard Toolbars. Use the Simple Toolbar whenever you don't need any special shapes, colors or formatting.

Toolbar Button	Use this tool to...
	Save your Notebook file. When selected for the first time in a new Notebook file, the Save dialog will appear and you'll be prompted to provide a name and directory location for your file.
	Send your Notebook file to the default printer
	Undo the last action you performed. Notebook software allows you to undo an unlimited number of previous actions.
	Display the previous Notebook page
	Display the next Notebook page
	Insert a blank page immediately after the active page
	Delete the active page
	Select any object on the page. Choose this tool to make your next touch on the interactive whiteboard a left-mouse click.
	Write or draw on a Notebook page. This tool allows you to use your finger as a pen.
	Erase annotations on a Notebook page
	Delete any selected object(s)
	Launch the Capture toolbar

Changing Toolbars

To access the Simple Toolbar, select the **View, Simple Toolbar**. Notebook software will automatically switch to the Simple Toolbar and continue to display with every file you open. To switch back to the Standard Windows Toolbars, select **View** and deselect **Simple Toolbar**.