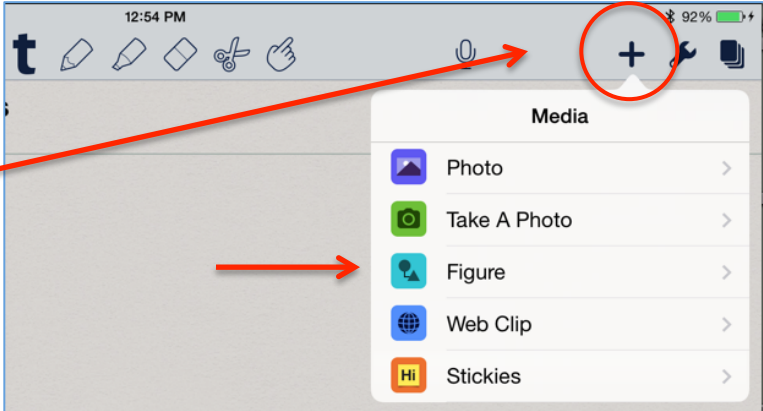


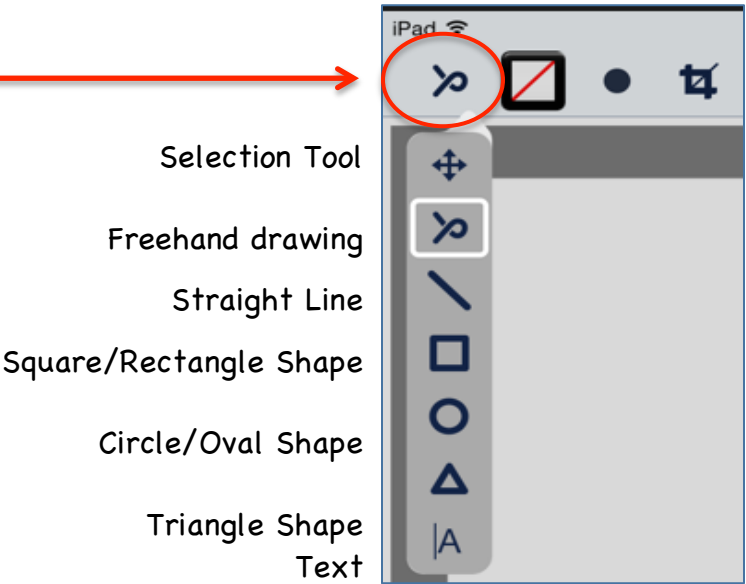
Insert a Shape

On the tool menu (located at either the top or bottom of your screen depending on your settings), select the Plus sign.

From the dropdown menu, select Figure.



The screen will convert to a canvas. Click the sideways looking ribbon to access drawing tools.



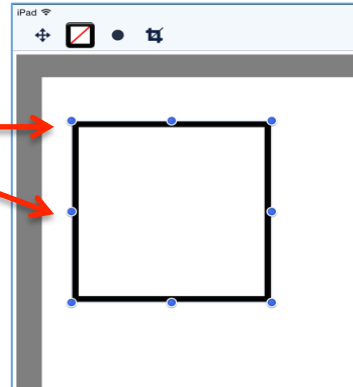
Change the line color and/or fill color with this icon.



To apply line and/or fill color select the object by first tapping on the selection tool (crossed arrow symbol)



Tap an edge of an object that is on the canvas, to reveal the handles.



Tap the fill and line color icon.

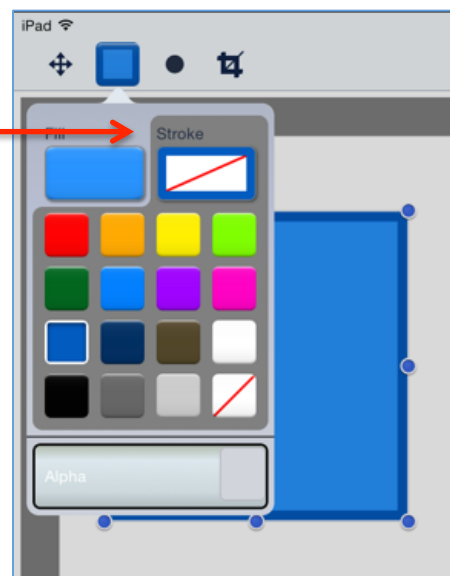


Fill is currently selected as indicated by the shading.

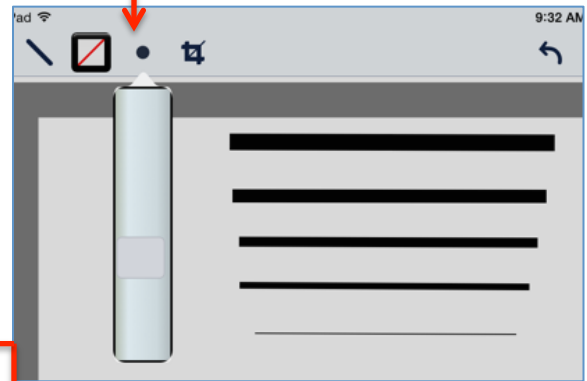
Tap on a color to select it. The objective will immediately fill with that color.

Change the line color by tapping Stroke. Tap your color selection.

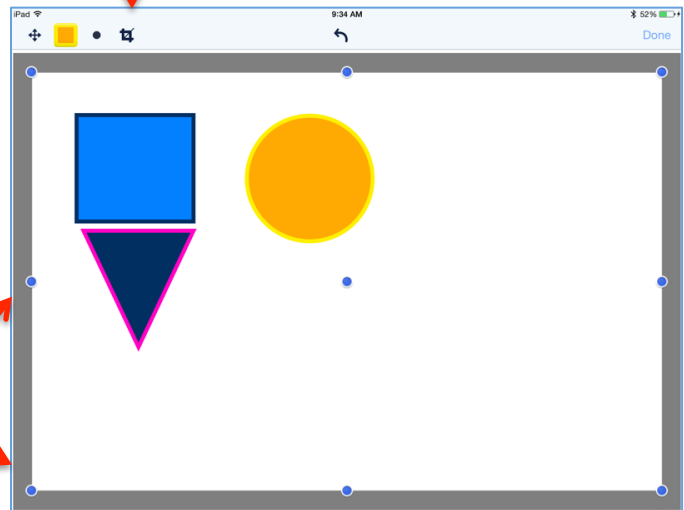
Change the transparency of the fill and/or line color.



Tap the black dot to reveal a slider where line thickness can be changed.

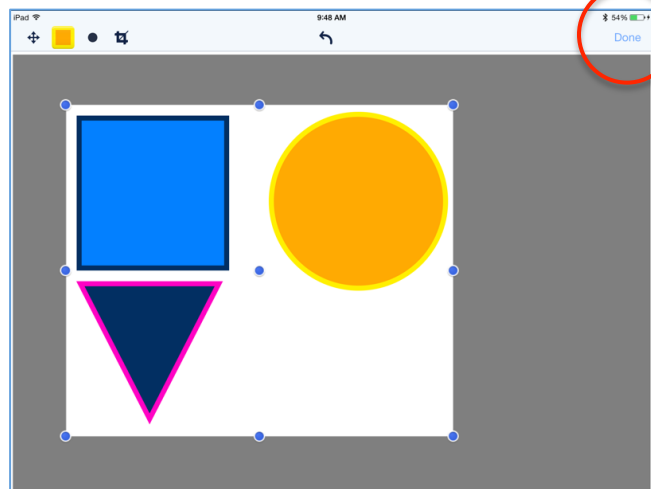


The screen selection icon allows you to shrink the canvas to minimize the amount of white space when the figure is inserted in your note.



After tapping the icon, handles appear around the canvas that allow for resizing.

The handle in the middle moves the canvas as a whole.



When you are finished, tap **Done** in the upper right corner.

The figure will appear in your note where it can be resized and moved. An edit option is available which returns your figure to the canvas.

Beware that editing options are very limited!

