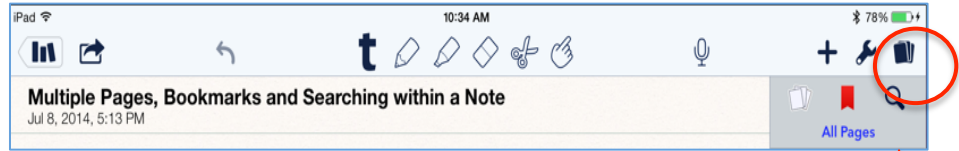


Multiple Pages, Bookmarks, Adding, Deleting, Clearing, and Rearranging Pages, and Searching within a Note

Multiple Pages:

Lots of notes mean lots of pages. In Notability, you can only see one page, or screen, at a time. However, the multiple pages icon, in the upper right corner (or lower right corner, depending how your screen is configured in settings) lets you see thumbnails of all of the pages in a note.



Tap the icon to see thumbnails of pages in your note.

Tap the white, fanned papers to see all of the pages. Scroll to see additional pages in the note.



Bookmarks:

Bookmark a page(s) by tapping the grey bookmark symbol found on the right upper corner of each thumbnail page.

It will turn red to indicate that it is a bookmarked page.

Tap again to remove the bookmark.



Un-bookmarked page

Bookmarked page

Search just bookmarked pages by tapping the red bookmark in the menu.

Now, only bookmarked thumbnail pages will display.



Adding, Deleting, Clearing and Rearranging Pages:

Adding pages:

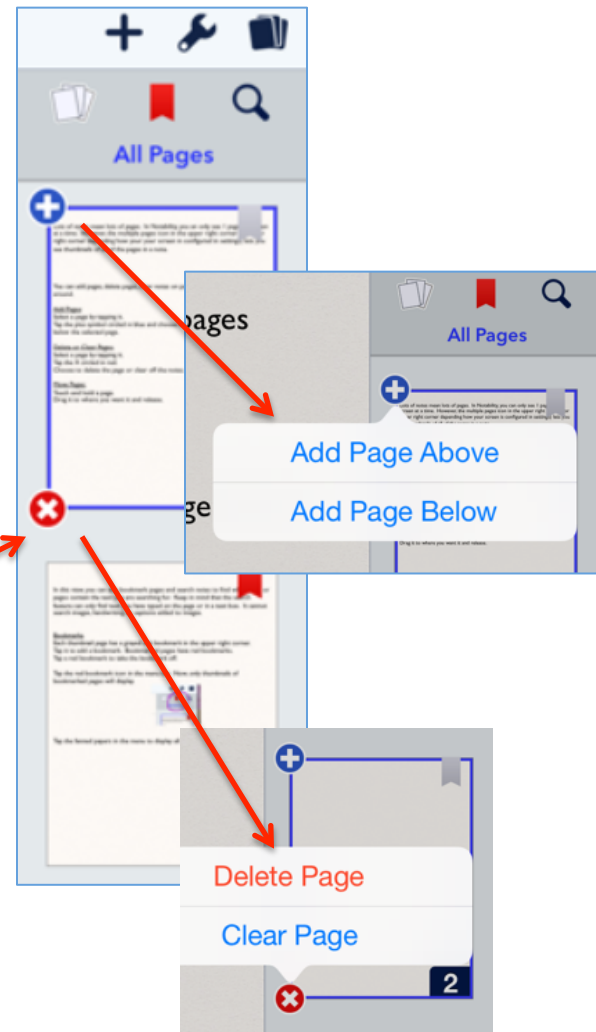
- Tap a page where you would like to add another page either above or below that one.
- Tap the Plus sign
- Tap your choice to insert the page above or below the selected page.

Deleting pages:

- Delete a selected page by tapping the X symbol.
- Tap **Delete Page** from the pop-up window.

Clearing pages:

- Clear all markings from a selected page by tapping the X symbol.
- Tap **Clear Page** from the pop-up window.



OOPS!

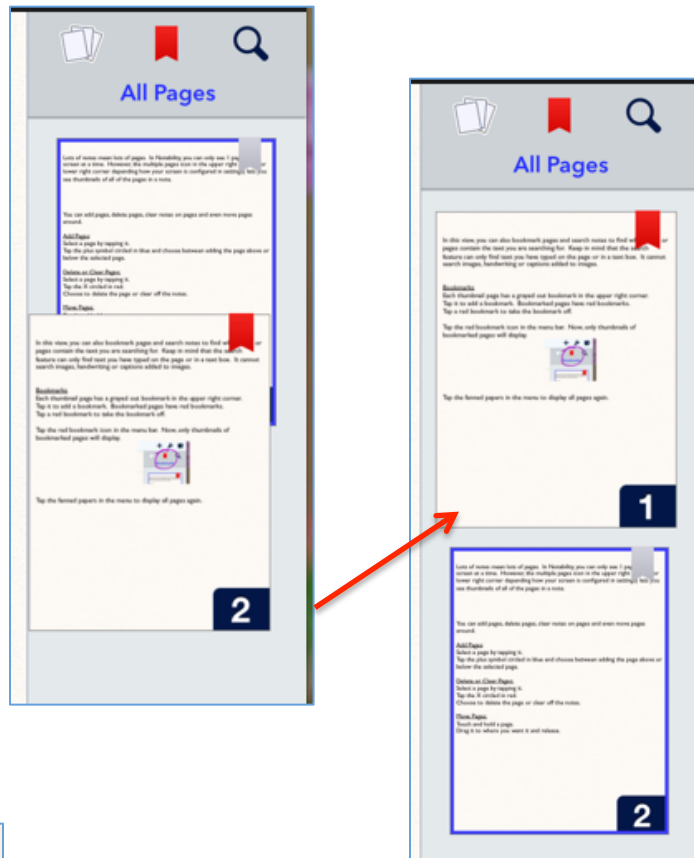
Did you clear or delete a page in error?

Press the Undo symbol (or Command - Z on your keyboard) if you deleted or cleared a page by mistake.



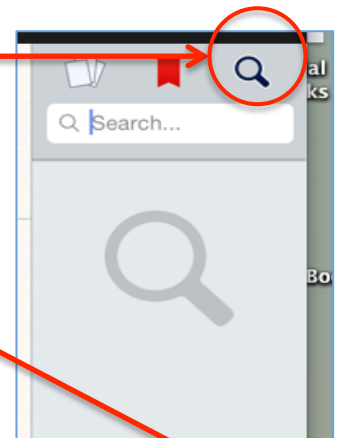
Rearrange pages:

- Press and hold a page you would like to move.
- Drag and drop
- The pages will automatically renumber.



Searching within a Note:

- Tap the magnifying glass to open the search box.
- Type the word or phrase you are searching for.
- Every instance of the word/phrase will highlight in yellow throughout the document.
- A badge next to the magnifying glass indicates the number of times the word/phrase occurs in the document.
- The thumbnail pages with the word/phrase will display
- Clear your search by tapping the small x circled in grey in the search box.




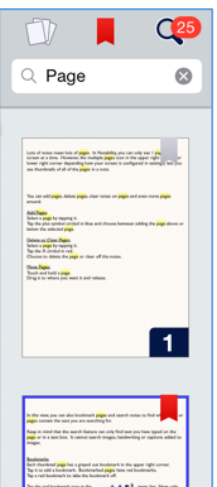
In this view, you can also bookmark **pages** and search notes to find which **page** or **pages** contain the text you are searching for.

Keep in mind that the search feature can only find text you have typed on the **page** or in a text box. It cannot search images, handwriting or captions added to images.

Bookmarks

Each thumbnail **page** has a grayed out bookmark in the upper right corner. Tap it to add a bookmark. Bookmarked **pages** have red bookmarks. Tap a red bookmark to take the bookmark off.

Tap the red bookmark icon in the  menu bar. Now, only



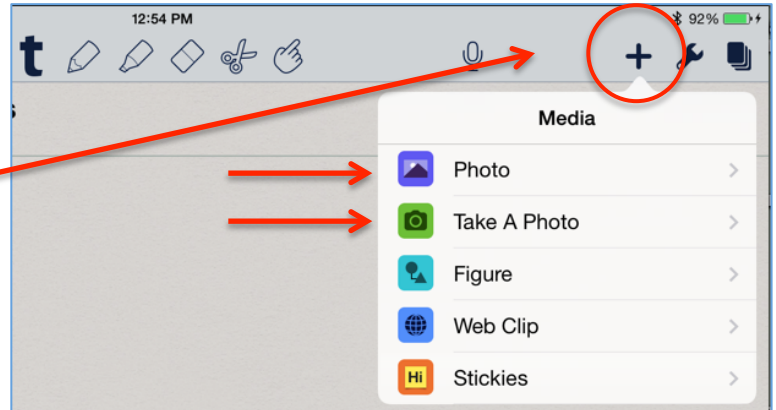
Inserting Images and Web Clips

Inserting Images:

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

From the dropdown menu, select Photo or Take a Photo

After selecting a photo or taking a photo, it will appear in your note where you can resize it, add a caption and move it.



Inserting Web Clips:

Tap Web Clip, type in the URL or search for the page.

Tap Done. A screen shot of the web page will be inserted in your note.

