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|  | Introducing New Features  of TeamLab Document Editor |

Apart from the common text editing operations, new TeamLab Document Editor lets you:

WELCOME TO

**TeamLab Document Editor**

**Insert autoshapes**

insert basic shapes, figured arrows, mathematical symbols, chart shapes, stars & ribbons, callouts, buttons, rectangles, lines, fill them with color, image or texture, set the opacity level, select one of seven text wrapping styles

**Insert charts**

insert charts of different type and style - column, line, pie, bar, area, point, stock - use functions, add a title and legend, select a text wrapping style

**Use advanced font settings within the 'Paragraph - Advanced Settings' window:**

~~strikethrough~~, double strikethrough, superscript, subscript, small caps, all caps, character spacing, position within a line

**Insert tables selecting one of the available style templates, align text within cells vertically and horizontally**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| HEADER | HEADER | HEADER | HEADER | HEADER | HEADER |
| 1st row | cell | cell | cell | cell | cell |
| 2nd row | cell | cell | cell | cell | cell |
| 3rd row | cell | cell | cell | cell | cell |
| 4th row | cell | cell | cell | cell | cell |
| 5th row | cell | cell | cell | cell | cell |
| **TOTAL** | cell | cell | cell | cell | cell |

**Adjust TeamLab Document Editor to suit your needs using its advanced settings:**

1. turn on hieroglyphs
2. turn on live commenting option
3. set the default zoom value
4. view all or last realtime collaboration changes
5. select font hinting - as Windows, as OS X, native