

A simple, powerful toolset for every thought



To type, tap **T** in the top toolbar and then tap anywhere in the note to begin typing on a new line.

Tip: Above the keyboard is the typing toolbar where you will find tools for:

- Changing font, style, color, and size
- Outlining with bullets or numbers



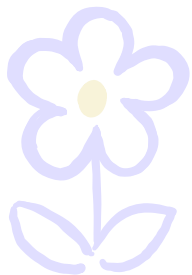
The **Pen** will quickly become your favorite note-taking tool. To write something, tap the Pen tool and start writing. Tap the Pen a second time to change color, line weight and style.



The **Highlighter** is a versatile tool that helps you emphasize the most important parts of a note and create beautiful sketches.

Try this! Trace an object below with the Pen and color it in using the Highlighter.





Use the **Eraser** to erase anything you draw or use Undo to go back one step at a time. You can use the Partial Eraser for more precise details or the Whole Eraser to remove an entire stroke or large areas.

Try this! Erase a leaf with the Whole Eraser and tear the petal from the flower using the Partial Eraser.



Tap the **Lasso** tool and use it to select a drawing or handwriting. Tap again to reveal the rectangular lasso option. Draw a freeform outline or a box around your desired selection.

Try this! Select a drawing on the left and place your finger or stylus within the selection and drag to **move** the drawings to the matching outline.

Pinch to **scale** the drawing, or use the rectangular lasso tool to create a bounding box. Drag on the corners of the bounding box to scale with more precision.

Tilt two fingers to **rotate** selected elements or use the handle on the bounding box to rotate with more precision.

Tap once inside the selection outline to display a popover with options to **style**, **cut**, **copy**, or **delete** the selected drawing.

Once you copy a drawing, tap and hold in the note to **paste** it somewhere new.



To scroll through a note, use the **Navigate** tool in the toolbar. If another tool is selected, use two fingers to scroll up or down.



Audio recordings help you get more out of your meetings and lectures by capturing every important detail.



Note Replay: Audio recordings will automatically link to any notes that you take while recording. During playback, tap a word, sketch, or photo to hear what was said at that exact moment.

