OneNote: one place for all of your notes

Work Home School

Sync to SkyDrive

Share with anyone
on PC, phone, or tablet
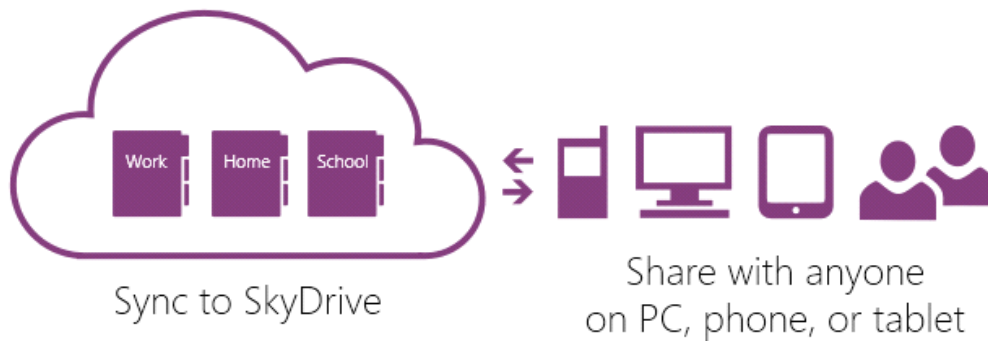
1. Take notes anywhere on the page

Write your name here

2. Get organized
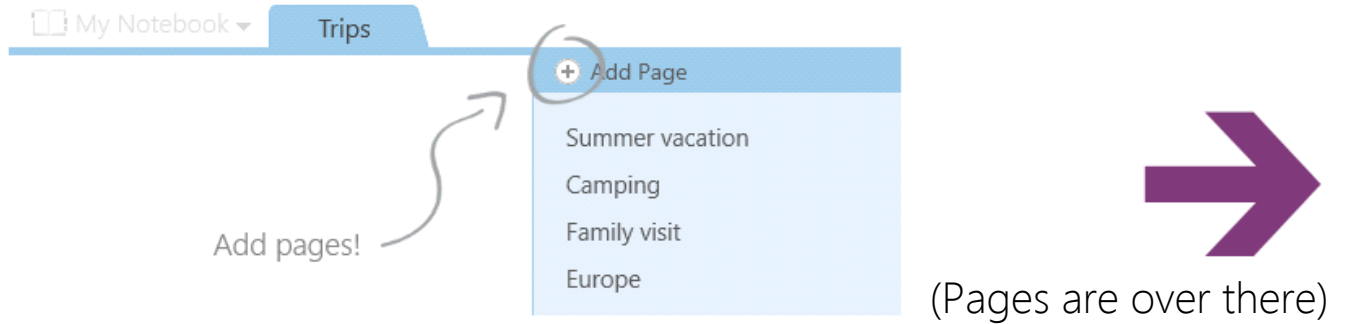
You start with "My Notebook" - everything lives in here
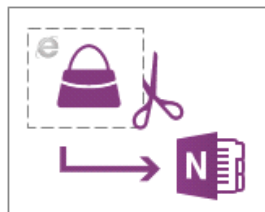
My
Notebook

Add sections for activities like:

My Notebook ▾   Trips   Recipes   Shopping   To-Do   +

Add sections!

Add pages inside of each section:

My Notebook ▾   Trips

My Notebook ▾ | **Trips**

⊕ Add Page

Summer vacation
Camping
Family visit
Europe
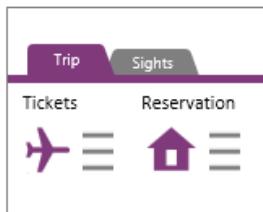
Add pages!

➜

(Pages are over there)

3. For more tips, check out 30 second videos

▶ [Clip from the web](#)

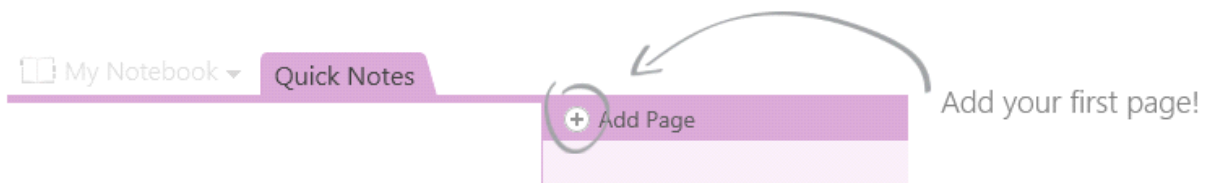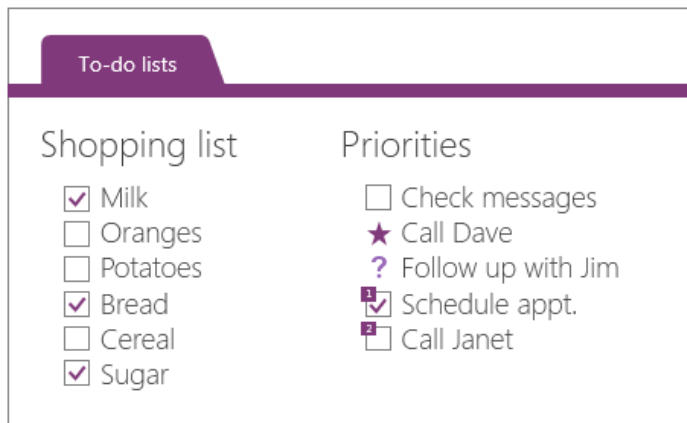▶ [Plan a trip with others](#)

▶ [Search notes instantly](#)

▶ [Write notes on slides](#)

4. Create your first page
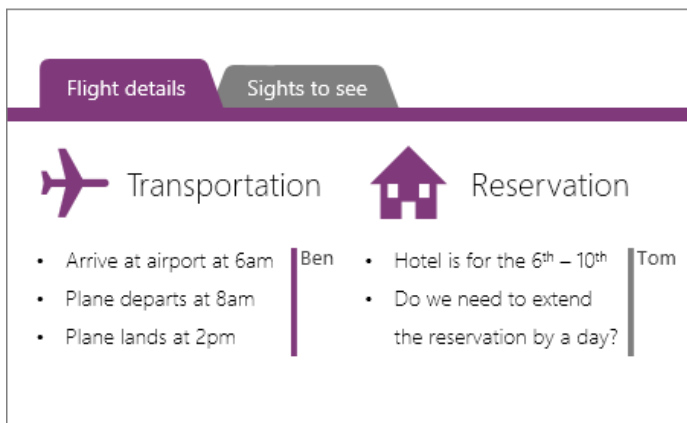
You're in the Quick Notes section - use it for random notes

My Notebook ▾ | **Quick Notes**

⊕ Add Page

Add your first page!

OneNote Basics

To-do lists

Shopping list
- ☑ Milk
- ☐ Oranges
- ☐ Potatoes
- ☑ Bread
- ☐ Cereal
- ☑ Sugar

Priorities
- ☐ Check messages
- ★ Call Dave
- ? Follow up with Jim
- ☑ Schedule appt.
- ☐ Call Janet

Remember everything

- ▹ Add Tags to any notes
- ▹ Make checklists and to-do lists
- ▹ Create your own custom tags

HOME → To Do Tag

Flight details | Sights to see

Transportation
- Arrive at airport at 6am
- Plane departs at 8am
- Plane lands at 2pm

Ben

Reservation
- Hotel is for the 6th – 10th
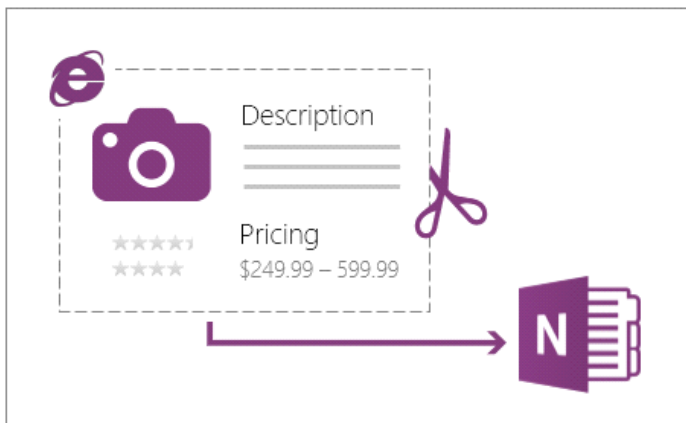- Do we need to extend the reservation by a day?

Tom

Collaborate with others

- ▹ Keep your notebooks on SkyDrive
- ▹ Share with friends and family
- ▹ Anyone can edit in a browser

FILE → New / Share
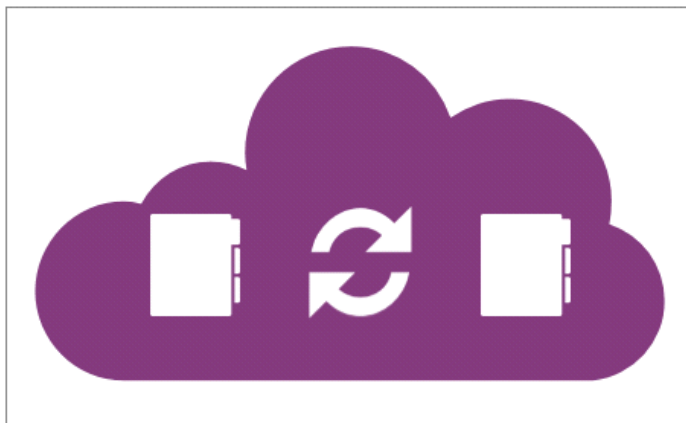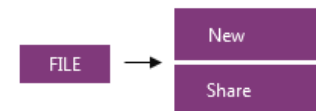
Keep everything in sync

- ▹ People can edit pages at the same time
- ▹ Real-Time Sync on the same page
- ▹ Everything stored in the cloud
- ▹ Accessible from any device

Clip from the web

▹ Quickly clip anything on your screen
▹ Take screenshots of products online
▹ Save important news articles

in your taskbar
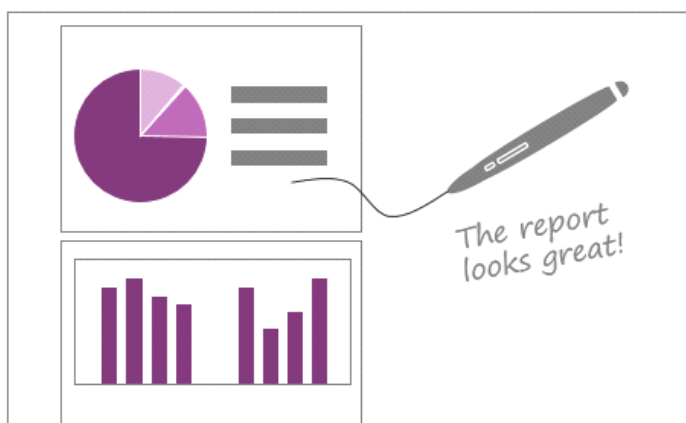
OR

+ S on your keyboard

Organize with tables

▹ Type, then press TAB to create a table
▹ Quickly sort and shade tables
▹ Convert tables to Excel spreadsheets

TABLE TOOLS
LAYOUT → Shading | Sort | Convert to Excel Spreadsheet

Sunday retreat

	Attending?	Overnight?	Vegetarian?
Chris	Yes	Yes	No
Molly	No	No	No
Peter	Yes	No	Yes
Samuel	Yes	Yes	Yes
Stacy	Yes	No	No

Write notes on slides

▹ Send PowerPoint or Word docs to OneNote
▹ Annotate with a stylus on your tablet
▹ Highlight and finger-paint

in your taskbar

OR

+ N on your keyboard

The report looks great!
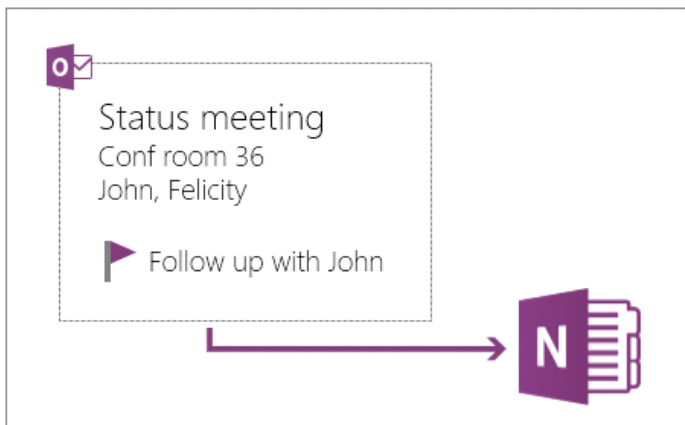
Integrate with Outlook

▹ Take notes on Outlook or Lync meetings
▹ Insert meeting details
▹ Add Outlook tasks from OneNote
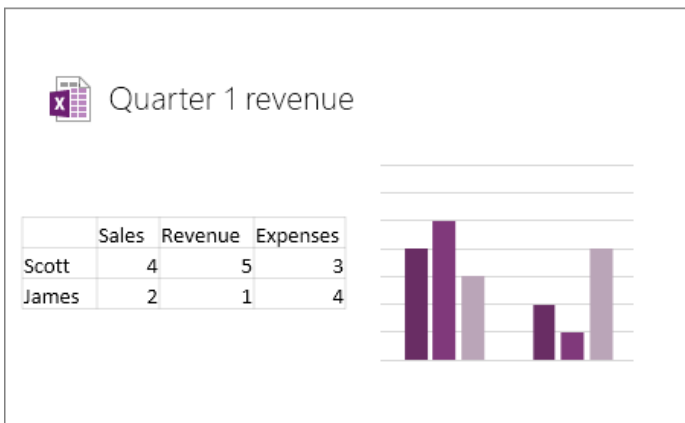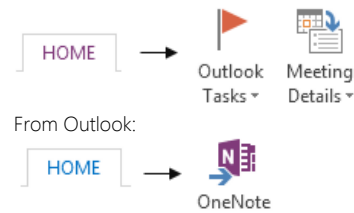
Add Excel spreadsheets

▹ Track finances, budgets, & more
▹ Preview updates on the page
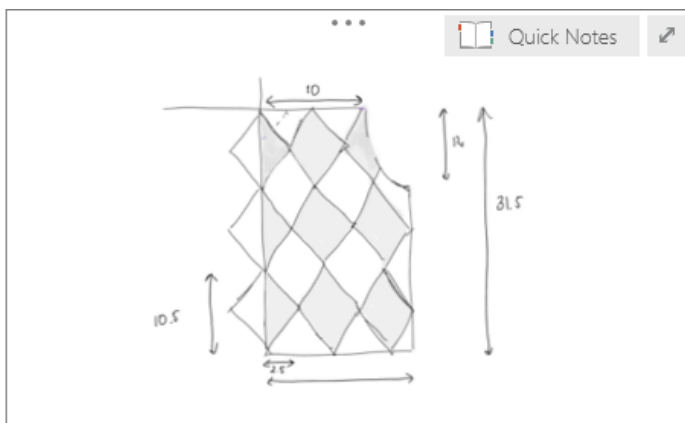
Brainstorm without clutter

▹ Hide everything but the essentials
▹ Extra space to focus on your notes
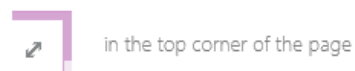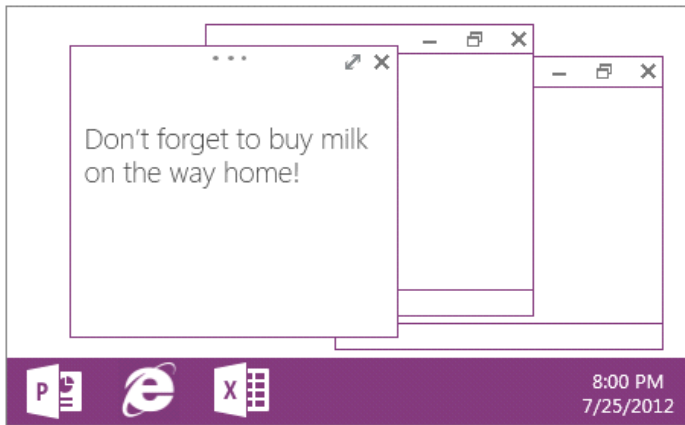
Take quick notes

▸ Quickly jot down thoughts and ideas
▸ They go into your Quick Notes section

in your taskbar
OR

+ N on your keyboard
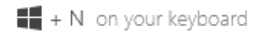
Printout

```c
#include "Main.h"
void main ( void )
{
    int startButton;
    int startButtonPortNumber;
    int backupCounter = 0;
    int MAX_BACKUP_WAIT_COUNTER = 1000;
    freq = 0; // 0=1khz (red), 1=10kHz(green beacon)
    ambient_level = 45; // // was 100 // was 200 //used in 'move'
    slow_level = 5000; // used in 'move'
    stop_level = 6000; // used in 'move'
    expose_time = 3; // used in expose_and_read
    steer_sensitivity = 20; // used in 'move'
    forward_speed = 50; // forward speed, used in 'move' (was 35)
    slow_speed = 25; // slow speed, used in 'move'
    spin_speed = 50; // spin speed (for searching mode), used in 'move'
    SetDigitalOutput ( 10 , freq ) ; // turn to 1kHz (red beacon) ...change 12 to 10???
    leftMotorPortNumber = 2; // Set the Left Motor to Motor Port #2
    rightMotorPortNumber = 9; // Set the Right Motor to Motor Port #9
    limitSwitchPortNumber = 1; // The Analog (Digital?) Port number the limit switch is connected to.
    isRedBeaconFound = FALSE;
    armServoPortNumber = 3;
    leftBackBumperPortNumber = 2; // was 5
    rightBackBumperPortNumber = 4; // was 6
    leftBackBumper = NOT_PRESSED;
    rightBackBumper = NOT_PRESSED;
    Wait ( 1000 ) ;
    SetServo ( armServoPortNumber , -127 ) ;
    startButtonPortNumber = 3;
    startButton = NOT_PRESSED ;
    // Wait until start button is pressed:
    PrintToScreen ( "startButton = %d\n" , startButton ) ;
    while ( startButton == NOT_PRESSED  )
    {
        startButton = GetDigitalInput ( startButtonPortNumber ) ;
        PrintToScreen ( "startButton = %d\n" , startButton ) ;
    }
    // Find Red Beacon:
    while ( isRedBeaconFound == FALSE  )
    {
        Read_PD (   ) ;
        find_max ( ) ;
        isRedBeaconFound = move ( ) ;
    }
    SetMotor ( rightMotorPortNumber , 0 ) ;
    SetMotor ( leftMotorPortNumber , 0 ) ;
    // hit switch until switch is off:
    isRedBeaconOn = TRUE;
    while ( isRedBeaconOn  )
    {
        hitSwitch ( ) ;
        // check if red beacon still on:
        Wait ( 2000 ) ;
        Read_PD ( ) ;
        if ( PD_sum <= ambient_level  )
```

```
        {
            isRedBeaconOn = FALSE;
        }
    }
    // backup:
    SetMotor ( rightMotorPortNumber , 100 ) ;
    SetMotor ( leftMotorPortNumber , -100 ) ;
    Wait ( 1000 ) ;
    SetMotor ( leftMotorPortNumber , 0 ) ;
    SetMotor ( rightMotorPortNumber , 0 ) ;
    // Now go for green beacon:
    isGreenBeaconFound = FALSE;
    freq = 1; // DEBUG: testing red again! // 0=1khz (red), 1=10kHz(green beacon)
    SetDigitalOutput ( 10 , freq ) ; // turn to 1kHz (red beacon) ...change 12 to 10???
    while ( isGreenBeaconFound  == FALSE )
    {
        Read_PD (   ) ;
        find_max ( ) ;
        isGreenBeaconFound = move ( ) ;
    }
    SetMotor ( rightMotorPortNumber , 0 ) ;
    SetMotor ( leftMotorPortNumber , 0 ) ;
    // Capture Green Beacon:
    // put arm up then down
    SetServo ( armServoPortNumber , -127 ) ; // put arm up
    Wait ( 1000 ) ;
    SetServo ( armServoPortNumber , -30 ) ; // put arm down
    Wait ( 1000 ) ;
    // backup:
    SetMotor ( rightMotorPortNumber , 80 ) ;
    SetMotor ( leftMotorPortNumber , -80 ) ;
    Wait ( 500 ) ;
    backupCounter = 0;
    //MAX_BACKUP_WAIT_COUNTER = 10000000;
    leftBackBumper = NOT_PRESSED;
    rightBackBumper = NOT_PRESSED;
    // [!] ISSUE: only backs up for 500 ms then stops instantly....
    startButton = NOT_PRESSED;
    while ( leftBackBumper == NOT_PRESSED && rightBackBumper == NOT_PRESSED && startButton == NOT_¬
    PRESSED  ) // backupCounter < MAX_BACKUP_WAIT_COUNTER
    {
        //backupCounter = backupCounter + 1;
        // Read Back Bumpers
        leftBackBumper = GetDigitalInput ( leftBackBumperPortNumber ) ;
        rightBackBumper = GetDigitalInput ( rightBackBumperPortNumber ) ;
        if ( leftBackBumper == PRESSED  || rightBackBumper == PRESSED )
        {
            //backupCounter = MAX_BACKUP_WAIT_COUNTER ;
            // stop both motors:
            SetMotor ( leftMotorPortNumber , 0 ) ;
            SetMotor ( rightMotorPortNumber , 0 ) ;
            // go forward a little:
            SetMotor ( leftMotorPortNumber , 80 ) ;
            SetMotor ( rightMotorPortNumber , -80 ) ;
            Wait ( 500 ) ;
```

```
                SetMotor ( leftMotorPortNumber , 0 ) ;
                SetMotor ( rightMotorPortNumber , 0 ) ;
                // turn a little:
                SetMotor ( leftMotorPortNumber , -80 ) ;
                SetMotor ( rightMotorPortNumber , -80 ) ;
                Wait ( 600 ) ;
                SetMotor ( leftMotorPortNumber , 0 ) ;
                SetMotor ( rightMotorPortNumber , 0 ) ;
                // contimue going back:
                // backup:
                SetMotor ( rightMotorPortNumber , 80 ) ;
                SetMotor ( leftMotorPortNumber , -80 ) ;
                // reset bumpers as not pressed:
                leftBackBumper = NOT_PRESSED;
                rightBackBumper = NOT_PRESSED;
            }
            startButton = GetDigitalInput ( startButtonPortNumber ) ;
        }
        // stop both motors:
        SetMotor ( leftMotorPortNumber , 0 ) ;
        SetMotor ( rightMotorPortNumber , 0 ) ;
    }
```