SMART Technologies

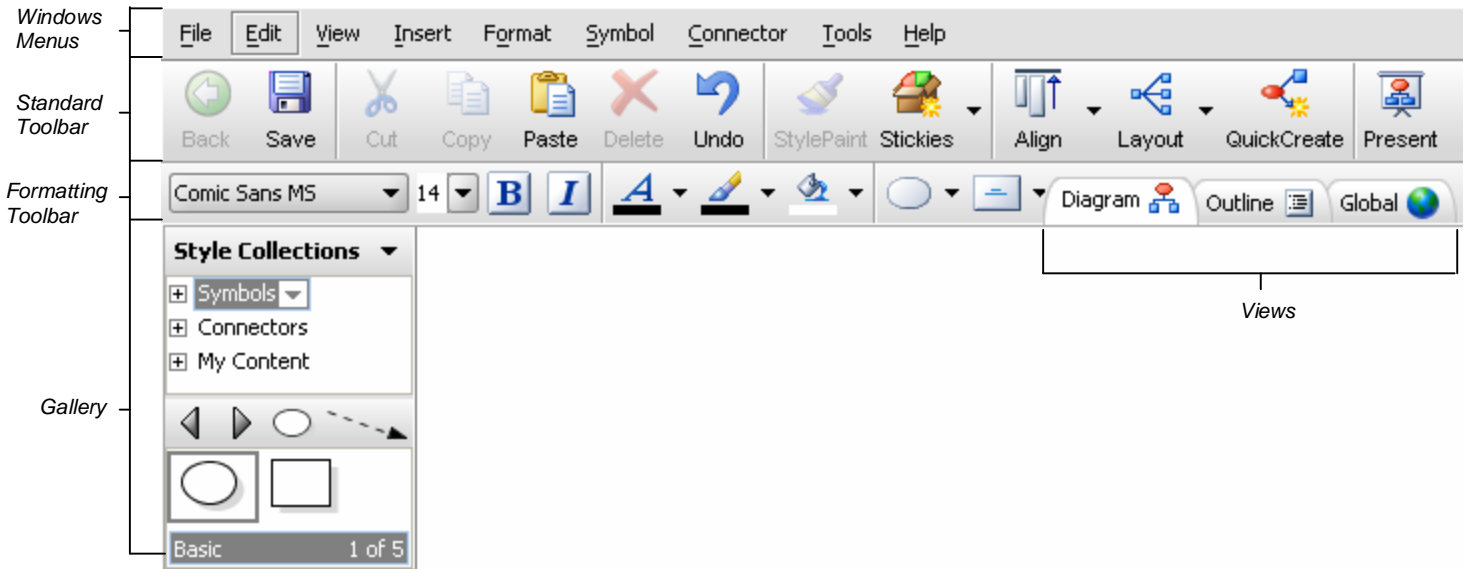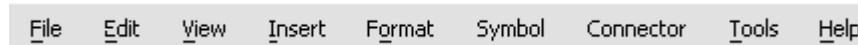# SMART Ideas™ Software Menus and Toolbars

SMART Ideas software lets you capture interconnected ideas as a concept map and share that map with others.

The SMART Ideas Software Interface

Windows Menus

Standard Toolbar

Formatting Toolbar

Gallery

Views

Windows Menus

File   Edit   View   Insert   Format   Symbol   Connector   Tools   Help

The menus in SMART Ideas software are similar to the menus in any other application. For example, select the **File** menu and you will see the various options for saving, printing and exporting your document. Select the **Insert** menu to add various items to your SMART Ideas file, such as video files or an image file from your computer's hard drive.

Standard Toolbar

Button	Action	Button	Action	Button	Action
	Go back to previous level		Delete the selected item		Change the layout of the diagram
	Save		Undo the previous action		Rapidly create a connected diagram
	Cut an item and copy it to the clipboard		Copy the formatting from the selected object to another object		Switch to presentation view
	Copy an item to clipboard		Use a Sticky symbol to create a group of symbols		Move the workspace
	Paste an item from the clipboard		Align the selected objects		Enlarge or reduce the view

Formatting Toolbar

Button	Action
Arial ▼ 9 ▼ **B** *I*	Change the font, font size, and apply bold and italics
A ▼ ✎ ▼ 🌡 ▼	Change text color, line color and fill color
⬭ ▼ = ▼	Select shape style and text placement
🌐 🗒	Add a link or note to an item
⌐ ▼ ⇄ ▼ ⋯ ▼	Change the connector, line and arrow styles

Gallery

Navigation Pane: Select a gallery category to view what items are available in the Display Pane.

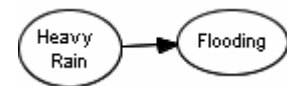**Gallery Selector:** Select the down arrow to navigate between different galleries and the Navigator.

Style Palette: Drag items from the Display Pane to the work area to be used with your diagram.
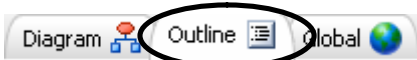
Views

Diagram

The Diagram view is where you create diagrams, connect symbols, create sublevels, and add notes and hyperlinks to symbols. This is the default view in SMART Ideas software.

Outline

Use the Outline view on the toolbar to see a text-only, hierarchical view of your diagram's current level.

Heavy Rain
1. Heavy Rain
    1.1. Flooding
        1.1.1. Water Damage

Global

The Global view shows you all the layers of your SMART Ideas file. For example, if you link a symbol in your main diagram to another diagram, the Global view will allow you to see the relationship between the diagrams graphically.