# Locking Objects

## Why Lock?

When objects or text have been **Locked**, they cannot be moved, resized or edited while the flipchart is in **Presentation** mode.

## How do I lock objects?

1. **Right-Click** on the object or text you would like to lock.
2. Select **Locked**

## Unlocking

1. Be sure you are in **Design** mode. Check the Design/Presentation button in the top right hand corner of ActivInspire. It should look like this:

```
     Design Mode
```

2. **Right-Click** on the object or text you would like to unlock.
3. "Un-Check" **Locked**