Page Sorter Drop-Down Arrow

Gives the user fast access to several page commands. The page sorter drop-down is available for the currently active page. If multiple pages are selected, most commands will affect all selected pages. Be sure only the correct page(s) are selected when using these commands.

Page Sorter Drop-Down Commands

- **Insert Blank Page** – inserts a blank page immediate after the currently selected page
- **Clone Page** – creates a copy of the currently selected page and inserts it immediately after the selected page
- **Rename Page** – changes the display name of the page with the Page Sorter tab (useful when using linking within Notebook and for quick identification of a page's content)
- **Delete Page** – deletes the currently selected page(s)
- **Cut, Copy, Paste Page** – allows you to quickly organize, move, or duplicate pages in the Page Sorter
- **Reset Page** – resets the page to the appearance from the last time the Notebook file was saved, closed, then reopened (there is no undo for this function)
- **Clear Page** – deletes all unlocked objects on the page
- **Clear Ink from Page** – deletes ink from page (including Pen, Calligraphic Pen, Crayon, Highlighter, & Creative Pen)
- **Screen Shade** – activates the Screen Shade on the currently selected page(s)
- **Set Background Fill** – allows for changing the background color or image of the page(s)
- **Remove Theme** – gives the ability to remove the theme current applied to the page(s) and reset to a blank page
- **Show All Links** – displays all links on the page with a momentary green growing and shrinking box
- **Add Page to Gallery** – adds the currently page with all its content to the My Content folder of the Gallery (useful for creating page templates or for page content that is used frequently through multiple lessons)

Reset Page Command Example

![Image of SMART Notebook page with Reset Page command open]