

# Monday, December 1, 2014

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This is just an example what can go in here.

Just click the New button in the toolbar to insert any kind of idea space into your project. It can be based on an existing style or template, or you can create a blank idea space and start anew.

A key thing to remember, if you choose Organizer > New Idea Space With Current Style (or just press ⌘N) then the new idea space will be created with the same style or template as the currently selected idea space. That way it's very easy to use the same template throughout a section, like a meeting notes template for example.

Another note about this particular template. The date shown at the top was actually created using Insert > Variable > Idea Space Date Added > Full Format. So that variable is dynamically replaced as you create new instantiations of this template.

## Questions About Today's Notes

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1.

## Summary Points To Remember

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