

Part 1: Introduction

Organizer Item Properties

If no figures are selected then the inspector bar shows controls related to Organizer item properties:

-  **Style:** Change the style of this idea space using the style gallery
-  **Background:** Set a colored or textured background, specify a square or notepaper grid
-  **Meta:** Set idea space meta data such as tags and colored labels for use with the Organizer Filter
-  **Notes:** Edit extra notes associated with this idea space; notes are rich text and can include images
-  **Transitions:** Specify a transition to use for this idea space when in presentation mode
-  **Info:** Show and set information regarding this idea space
-  **Dimensions:** Set the width and height of the idea space

-  **Project:** Set project properties such as a custom icon, working hours, encryption, or Calendar syncing



Context Menu

Right-click on items in the Organizer to quickly set common attributes and perform frequent actions. Also right-click on the idea space background for additional common operations.