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## Working with actions

In ActivInspire, you can associate an action with an object. This object then becomes an action object. When you click on the action object, the associated action happens. For example, a sound file or animation plays, or a different flipchart page opens. You can test actions immediately and they are enabled when you leave Design Mode.

There are several hundred actions available in the Action Browser, where they are presented in five different categories. You can either access actions by category, select from a list of all actions, or select one of the most popular actions from the 'Drag and Drop' Tab.



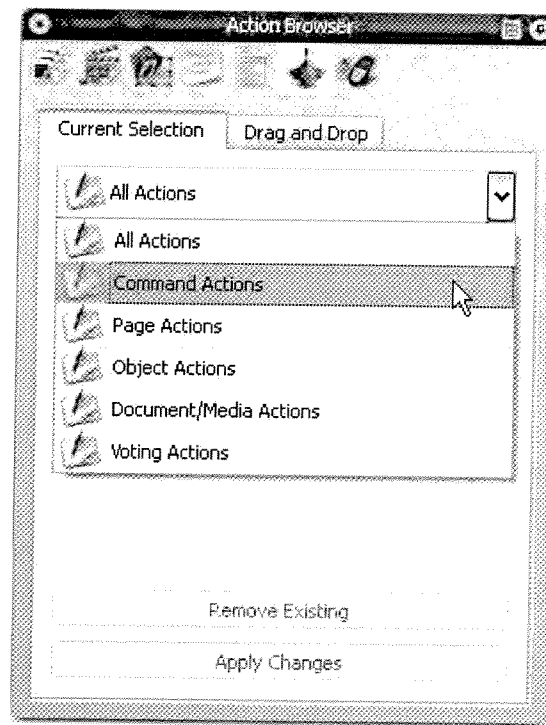
For details of all available actions, including the differences between ActivInspire actions and those created with previous generations of Promethean software, see [Reference > Actions](#).


Here we introduce the action categories, describe how to add actions, show you how to drag and drop an action onto an object, give one example for each action category, then show you how to remove actions:

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### Action categories

| Category                      | Description   |
|-------------------------------|---|
| <b>Command Actions</b>        | Actions which run a command or start a tool.  |
| <b>Page Actions</b>           | Actions which work with flipchart pages.  |
| <b>Object Actions</b>         | The widest range of actions: show and hide items, rotate items, manipulate images and text, change an item's alignment or position. |
| <b>Document/Media Actions</b> | Actions which insert media or links, or open a document, file, or sound.  |
| <b>Voting Actions</b>         | Actions which start different LRS activities or tools.  |



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## Add an action

To add an action:

1. Select the object on the page to which you wish to apply an action.
2. Open the Action Browser.
3. Scroll through the action list to select your required action.
4. At the bottom of the Action Browser, click on **Apply Changes**. This associates the chosen action with the selected object.

Some actions require you to add 'Action Properties' and are shown where necessary at the bottom of the Action Browser. For example the 'Size Top Incrementally' action allows you to provide a 'target object' to which the sizing action will apply and also to provide a 'Y' property which allows you to specify the amount of sizing that will occur on the target object (in pixels).



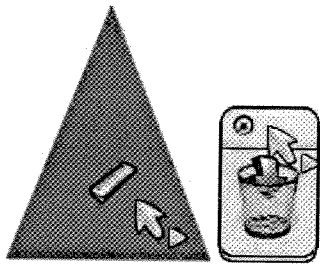
If you select more than one object, you can use the Action Browser to apply the same action to all objects in the selection.

To add a Drag and Drop action:



1. Select the object.
2. Open the Action Browser.
3. Click on the 'Drag and Drop' Tab.
4. Scroll through the action list to select your required action.
5. Drag and drop the action onto the object.

## Remove an action



To remove a Drag and Drop action, click on the action icon (in our example, the Ruler icon in the red triangle) and drag and drop it into the Flipchart Bin.

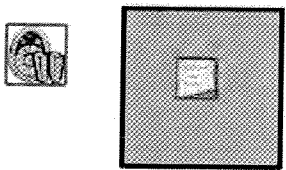


To remove other actions:

1. With the **Select**   Tool, drag around the action object to select it.
2. In the Action Browser, click on **Remove Existing**.

If you're not sure which flipchart pages contain action objects:

Switch to **Design Mode**  . Actions are disabled and all action objects are identified by a red square.



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