

ACTIVINSPIRE TIPS & TRICKS

Rearranging Slides in Your Flipchart:

1. Pin the Browser down by clicking on the ***push pin*** icon on the top, right corner of the browser.
2. Click on the ***Page Browser*** icon.
3. Use the **thumbnail slider** at the bottom, right corner of the browser to adjust the size of the thumbnails.
4. Click and hold on the **slide** that you'd like to move.
5. Drag the slide to the new location. A black line will appear in between the slides to indicate the position of the slide that you're moving.
6. Let go of the mouse click.
7. Repeat for any other slides that need to be moved.

