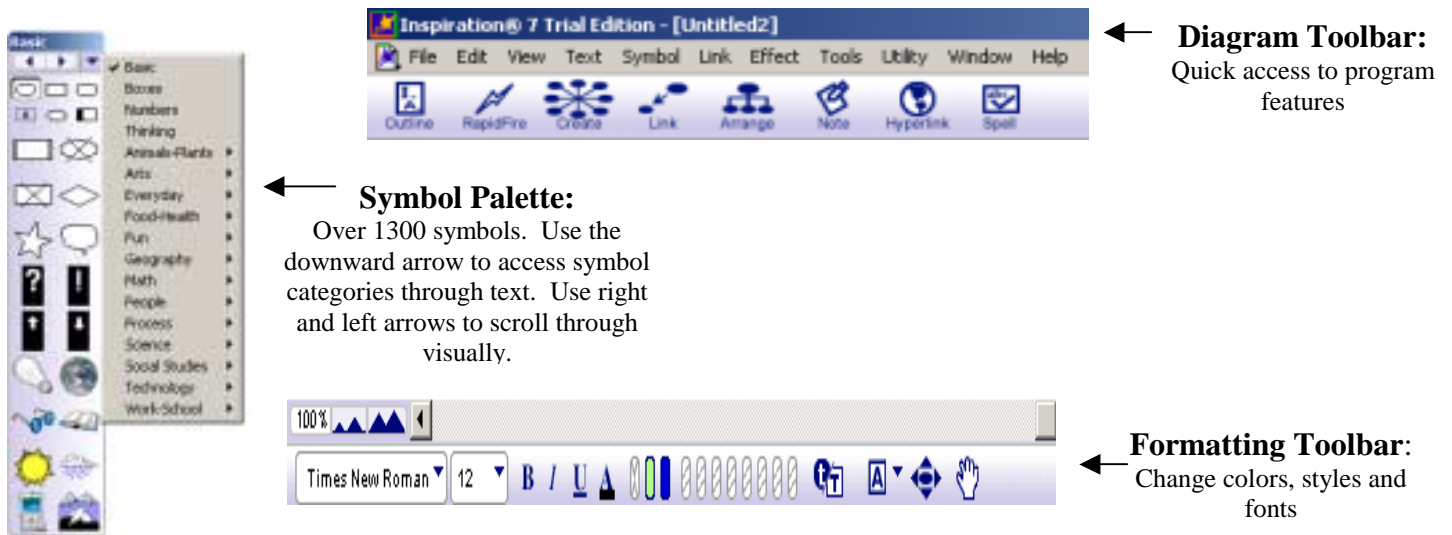


## Inspiration 7.0: Getting Started in Diagram View

- Inspiration opens in Diagram View:



### Symbol Palette:

Over 1300 symbols. Use the downward arrow to access symbol categories through text. Use right and left arrows to scroll through visually.

**Diagram Toolbar:**  
Quick access to program features

**Formatting Toolbar:**  
Change colors, styles and fonts

### Recording Ideas

**Main Idea:** A main idea



symbol appears when you start Inspiration. Begin typing to enter your main idea.

**Point and Type:** Click in any area in the white space and begin typing another idea. A new symbol will be created. Continue to quickly record several ideas.

**Incorporate a Symbol:** Browse through the symbol library. Select, drag and drop a symbol into the white space to use it in your diagram. When selected, an empty text box accompanies the symbol.

**Replace Symbols:** Want to use a different symbol to represent your ideas? Select the symbol in the diagram that you would like to replace. Click on the new, desired symbol from the palette. Your diagram symbol will be replaced. Want to change all symbols at the same? Use a shift click to select any symbols in your diagram to be replaced. Click on the new symbol from the palette.

**Create a Note:** Have an idea that needs additional text? Select the symbol and click the Note Tool from the Diagram Toolbar. Type your note in the available space. Notes may be hidden or visible. Notes can also be detached from a symbol.

**Create a Hyperlink:** Type a URL into your text; it will automatically be hyperlinked. Or, select text by highlighting it and select the Hyperlink Tool from the Diagram Toolbar. Enter the URL to which the text should link.

### Linking Ideas

**Linking Symbols (Link Tool):** Select a symbol to be linked. Click the Link Tool from the Diagram Toolbar. A movable line will appear on your symbol. Now click the symbol where the link should end.

**Linking Symbols (Manually):** Click to select a symbol. Click on one of the diamond handles, and drag to the symbol where the link should end. When the connection points appear on the second symbol, drop the link there.

### Using Tools from the Diagram Tool Bar to Create Linked Ideas

**Create Tool:** After recording your main idea, hover over the Create Tool. Move your mouse over the linked symbols on the tool. Notice that they turn green. Choose the direction for your new linked symbol and click.

**Rapid Fire:** RapidFire allows you to record ideas quickly. With your main idea symbol selected, click on the RapidFire button. The red lightning bolt indicates the tool is turned on. Now type a new idea and hit Enter. Type another idea and hit Enter. Each time Enter is hit, a new linked symbol will appear. Click the RapidFire button again to turn the tool off.