

create a new document (in the current document folder)  
 creates a new folder (in the current folder)  
 imports a new document (pdf, ubz or image formats) or document folders (ubz formats)  
 exports the selected document in pdf or ubz format or the selected folder and its documents (ubz format)  
 rename the selected document or folder (or by double-click)

display or hide the virtual keyboard

allows you to access and exit the application settings  
 display the desktop (with the annotation possibilities of OpenBoard)  
 documents mode (organization of its documents)  
 Web mode (internal or external browser)  
 Table mode

filter order of projects  
 OpenBoard root folder  
 the arrows indicate the current document  
 click on the triangles to see the content of the folders  
 a document created is named by date and current time

duplicate the selected page or document  
 delete the selected element, page or document  
 open the selected page (can also be done by double-clicking)  
 allows to add to the selected document! an image, an image folder, a pdf or ubz file (the elements are added at the bottom of the page)  
 add the selected page to the current document (you must therefore select a page from another document)

The 2nd column displays the date of creation or modification of the documents

The trash contains all the deleted elements. Click on it and the icon in the toolbar becomes "Empty". It is always possible to put a file back from the trash into a folder by dragging and dropping. You can also select several documents to delete them together or move multiple documents into a folder or into the trash.

It is possible to select several documents to delete them: selection contiguous or not (idem explanation in red), then click on the trash in the toolbar. Note: From version 1.3.5 it is also possible to move several documents to a folder or to the trash.

copy of pages to another document

Possible movement of pages in the same document (it is possible to choose several by clicking on the 1st then on the last with the Shift key pressed, or if the selection is not continuous, by clicking on the 1st, then on the following ones with the cmd key on Mac / ctrl on Windows and Linux)

displays the virtual keyboard

slider to adjust the size of the page preview

By clicking slightly to the right of the document organization area, the column can be resized.

Note: Dragging and dropping pages inside the same document allows them to be moved but dragging and dropping pages from one document to another copies these pages.

# OpenBoard Documents mode in one page