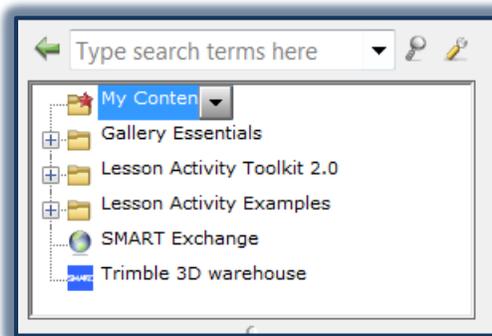# ADD GALLERY ITEM TO NOTEBOOK PAGE

The Gallery contains clip art, backgrounds, multimedia content, notebook files and pages that can be used in lessons. Preview images of this content will be displayed. Content can be added from the following categories. Additional categories may display in the list.

- **My Content** – This category can be used to add pictures, backgrounds, multimedia content, lesson activities, and notebook files that you have created.
- **Gallery Essentials** – This category contains a collection of thousands of images, multimedia content, and more, organized into subject-specific categories.
- **Lesson Activity Toolkit** – To locate a collection of customizable tools and templates that can be used to create professional-looking and interactive lessons, select this category. The Toolkit can be helpful in creating engaging content like games, quizzes, and sorting activities. Adobe Flash tools, such as hide-and-reveal and drag-and-drop are also available.
- **Lesson Activity Examples** – This category provides pictures, 3-D objects, and notebook files and activities that may be inserted into your notebook pages.

Add Gallery Item

- Click the **Gallery** button on the left side of the window (see illustration at right).
- A list of available categories will appear (see illustration below).

- Click the category that contains the Gallery item that is to be used.
- The contents of the category will appear as thumbnails.
- Double-click or double-press the thumbnail.
- The item that was added will appear as described in the list below.
  - If a picture, Adobe Flash file, Adobe Flash video file or sound file is added the file will appear on the current page.
  - If a background image is added, it will replace the existing page background.
  - If a page from a Notebook file is added, it will be inserted before the current page.
  - If a Notebook file is inserted, the file's pages will be inserted before the current page.