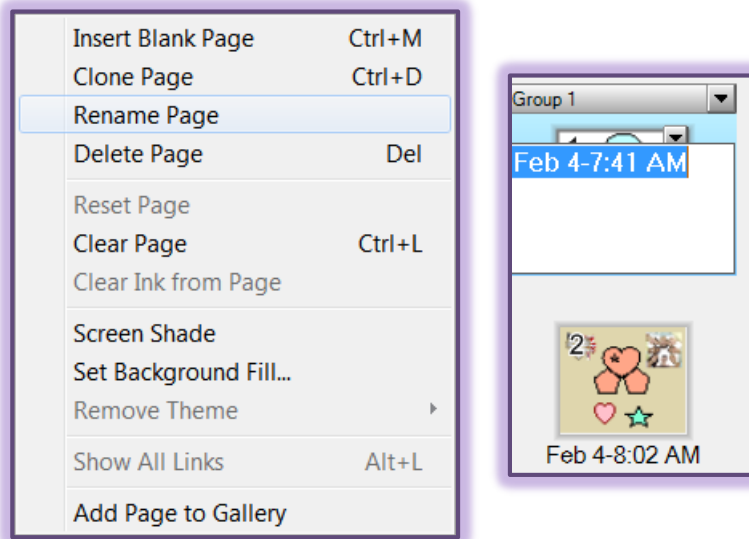By default, each page in the Notebook software is given a title based on the date and time it was created. This title can be changed by doing the following:

✞ Press or click the **Page Sorter** tab (see illustration at right) to open the **Page Sorter**.
✞ Do one of the following:
   ✦ Double-press the thumbnail for the page that is to be renamed.
   ✦ Press or click the **Menu Arrow** for the page that is to be renamed and then press or click **Rename Page**.
✞ The existing page title will be highlighted (see illustration below right).

Insert Blank Page	Ctrl+M
Clone Page	Ctrl+D
Rename Page	
Delete Page	Del
Reset Page	
Clear Page	Ctrl+L
Clear Ink from Page	
Screen Shade	
Set Background Fill…	
Remove Theme	▶
Show All Links	Alt+L
Add Page to Gallery	

Group 1

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✞ Do one of the following:
   ✦ Input a new title by typing over the highlighted area. The old title will disappear and the new title will appear.
   ✦ Edit the existing title by pressing the arrow keys on the keyboard to move around in the title.
✞ When the title has been changed or edited, do one of the following:
   ✦ Press or click on the window somewhere outside the title.
   ✦ Press or click the **Enter** key on the keyboard.
✞ The new name will appear in the name box.