



USER GUIDE

HIYA!

I JUST WANTED TO TAKE THE TIME AND SAY THANK YOU SO MUCH FOR  
CHOOSING MY PRODUCT AND SUPPORTING ME.

I HOPE THIS NOTEBOOK KEEPS YOU CONTINUALLY MOTIVATED AND HELPS  
YOU ACHIEVE ALL YOUR GOALS WHILE MAKING YOU FEEL  
MORE IN CONTROL AND PRODUCTIVE IN YOUR EVERY DAY LIFE!


HAPPY NOTETAKING!

LOTS OF LOVE,

MERYEM :-)

# USER GUIDE FOR GOODNOTES



## HOW TO USE THE LINKS


1. Select Read - Only Mode. 
2. As soon as the toolbar disappears, you will be able to use all links.

## HOW TO USE THE STICKERS


1. If you are using the GoodNotes File open your sticker book.

Note: The Sticker pages will be blank unless you are using the GoodNotes planner file.


2. Select the **Lasso Tool**.   
Double tap the Lasso icon to make sure the 'images' switch is **ON**.
3. Draw a line around the border of the sticker you want to copy.
4. Tap again on the sticker and select **Copy** from the pop-up menu.
5. Open the page where you want to place the sticker and tap and hold anywhere on the screen and click paste.
6. To edit the sticker select the Image Tool  and tap on sticker.
7. Resize the handles to adjust the sticker to the size of your liking or tap and drag to move it around.

If you are using the individual PNG's simply open your Sticker folder and either drag the sticker onto the page or click on the Image Tool  and select your sticker from your folder.


## HOW TO CHANGE THE COVER

1. Open the Cover PDF File and copy the cover you want to use by tapping the three dots in the top right corner.
2. Click on the thumbnail icon and delete the current cover. 
3. On the first page you will see a little arrow that points down. Click on it.
4. Click on add page before. Then click on paste page and your new cover will be pasted.


## HOW TO BOOKMARK A PAGE

1. Select the page you want to bookmark.
2. Tap on **More**  and select **Add This Page to Outline**.
3. Give the selected page a title and tap **Add**.
4. Open the **Thumbnails Tab** and tap **Outlines** to view all your bookmarked pages.


## HOW TO DUPLICATE A PAGE

1. Select the slide you want to copy.
2. Tap on **More**  and select **Copy page**.

Double tap the Lasso icon to make sure the 'images' switch is **ON** in the tool bar.

3. Locate and highlight a slide where you want to paste the new page into.
4. Tap the thumbnail icon  and then click the down arrow on the page of your choice and select either **Add Page Before** or **Add Page After**.  
Then select **Paste Page**.

## HOW TO IMPORT A PAGE

1. Select the **Add Page** icon. 
2. Select **Image** to insert a photo or **Import** to choose a file from iCloud.

