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1. Umind introduce

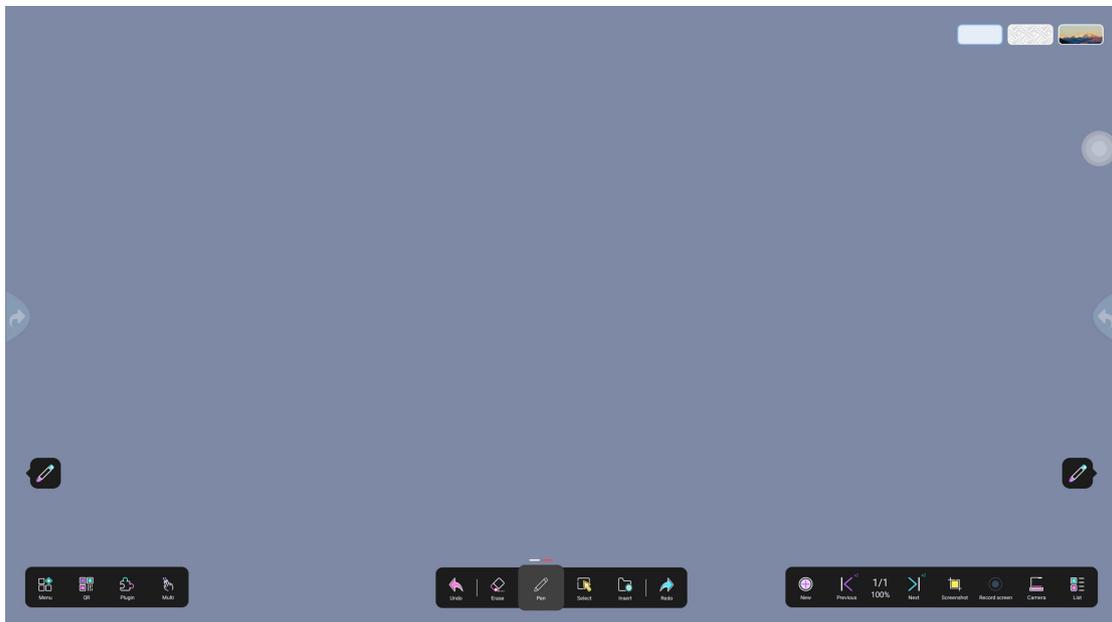
- This manual is suitable for all users and provides reference for beginners
- If you have any questions or are unsure, please contact us:

<https://www.riotouch.com>

2. Umind Overview

This document aims to clarify the basic functions and operation methods of Umind, so that users can quickly become familiar with each function.

This product, Umind Whiteboard Software, is a special teaching software equipped with an interactive electronic whiteboard. It is easy to operate, write smoothly, and has powerful functions. Teachers can use this software in the preparation and teaching stages to easily produce courseware for various teaching subjects and conduct real-time classroom teaching. The following introduces the basic usage methods of each function one by one



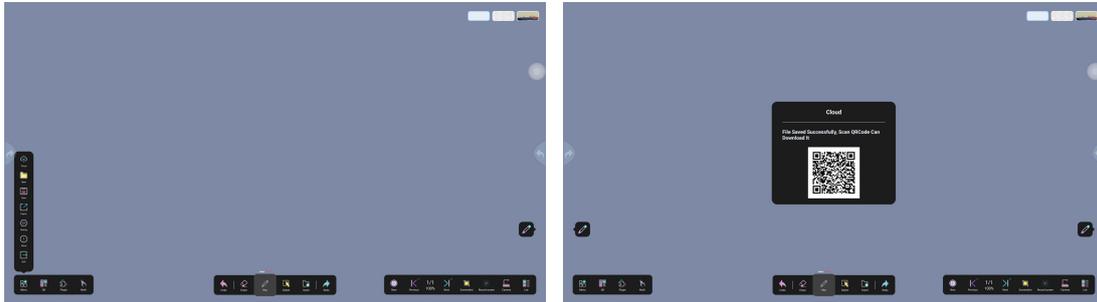
3. menu

3.1. Cloud Disk

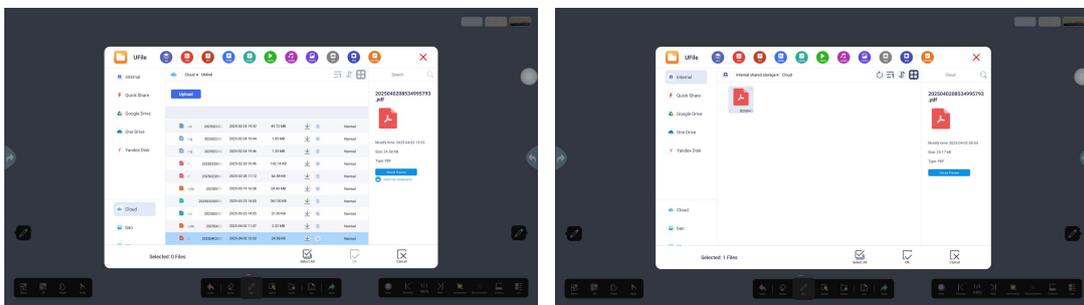
Save the canvas contents as PDF output, through the "Menu"  → “Cloud Disk”



Operation steps: Save the canvas content in the cloud>umind folder, and load the QR code for mobile phone scanning and downloading.

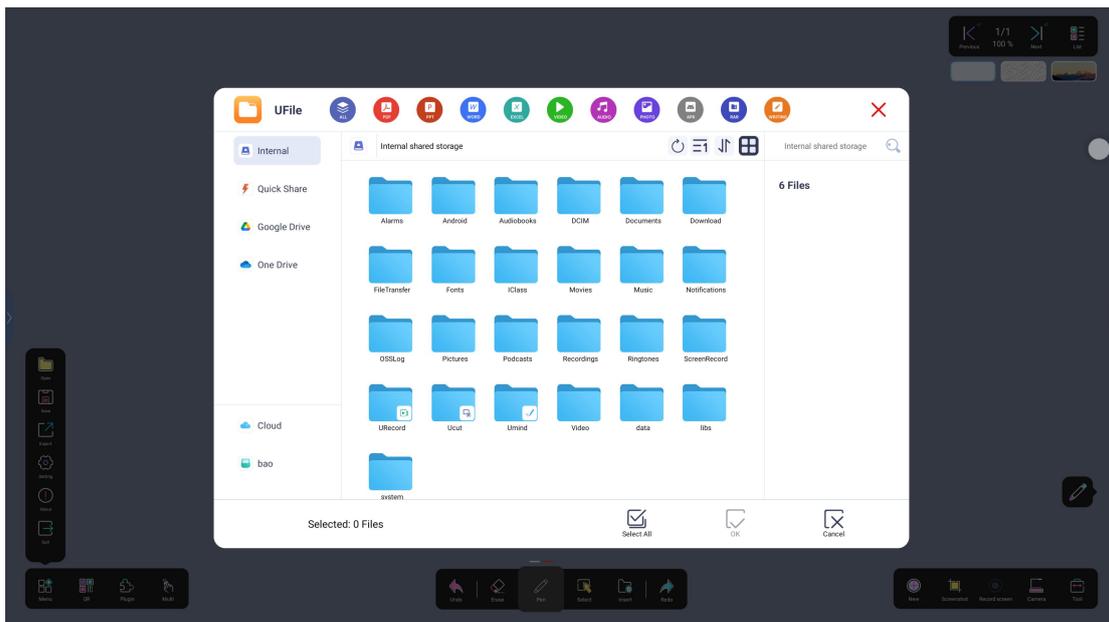


Users click Download to save the cloud disk file to the local storage cloud folder, and click "Insert" to open the selected file in multiple windows



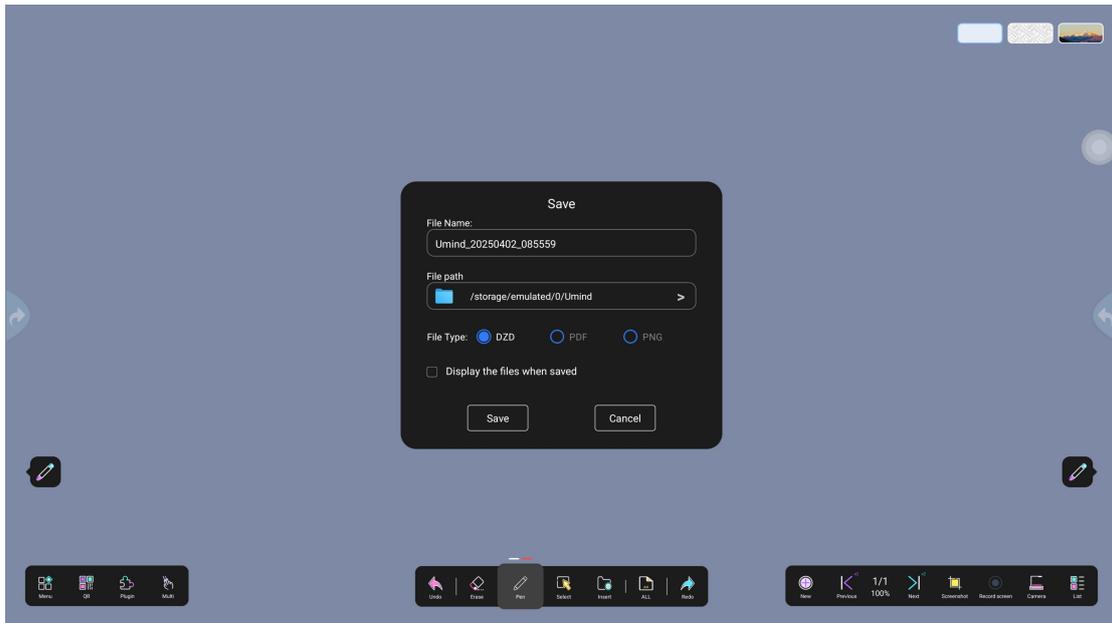
3.2.Open

Through the "Menu"  → "Open"  operation steps, jump to the Ufile file manager to open the corresponding dzd file or the file supported by umind



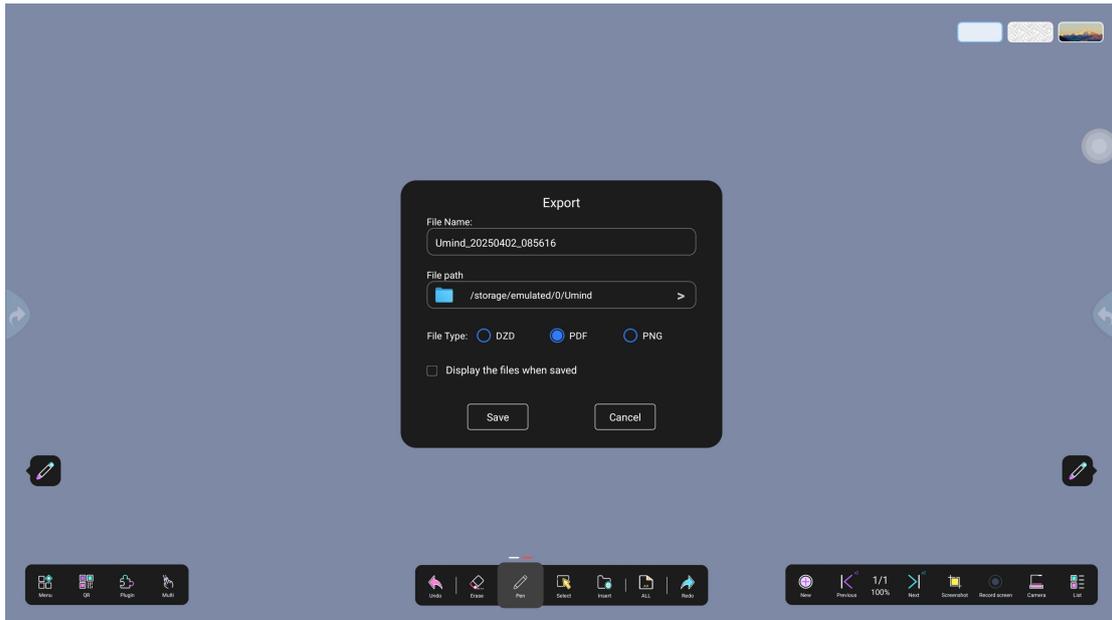
3.3.save

Through the "Menu"  → "Save"  step operation, save as a file in dzd format; this step operation will appear a save pop-up window, you can modify the file name, storage directory, locate the file when saving, and finally click Save to save its content. Note: This option can only save dzd files. If you want to save as pdf/png files, please select the "Export" function



3.4.Export

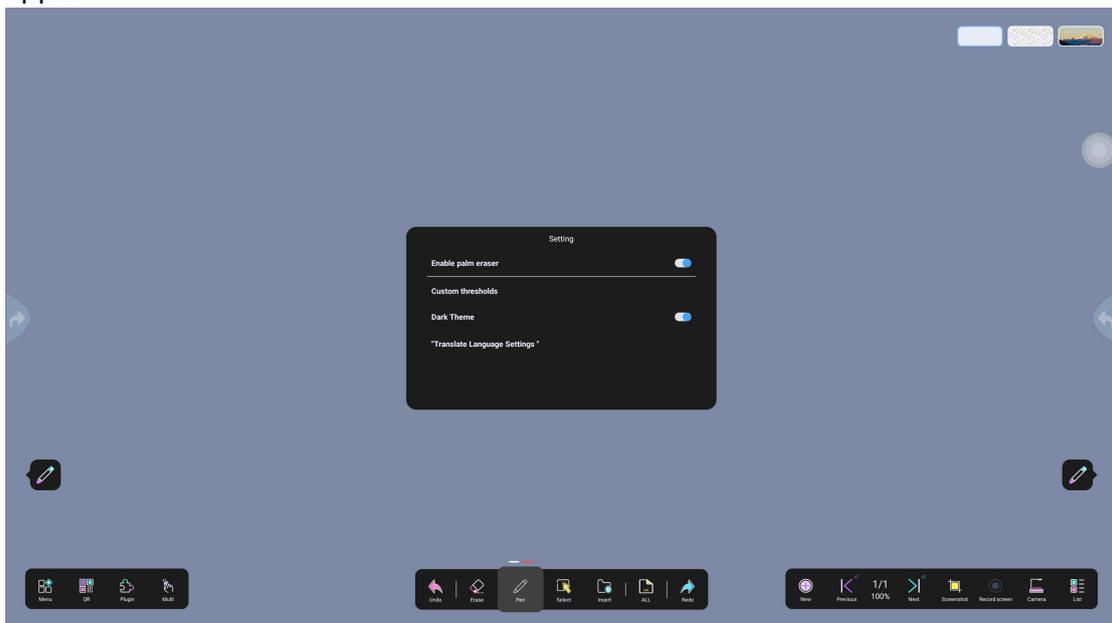
Click "Menu"  → "Export"  to open the export file window, select the save directory and enter a file name, and finally select the file type you want to export, such as dzd, png, or pdf.



3.5.settings

3.4.1. Palm Erase

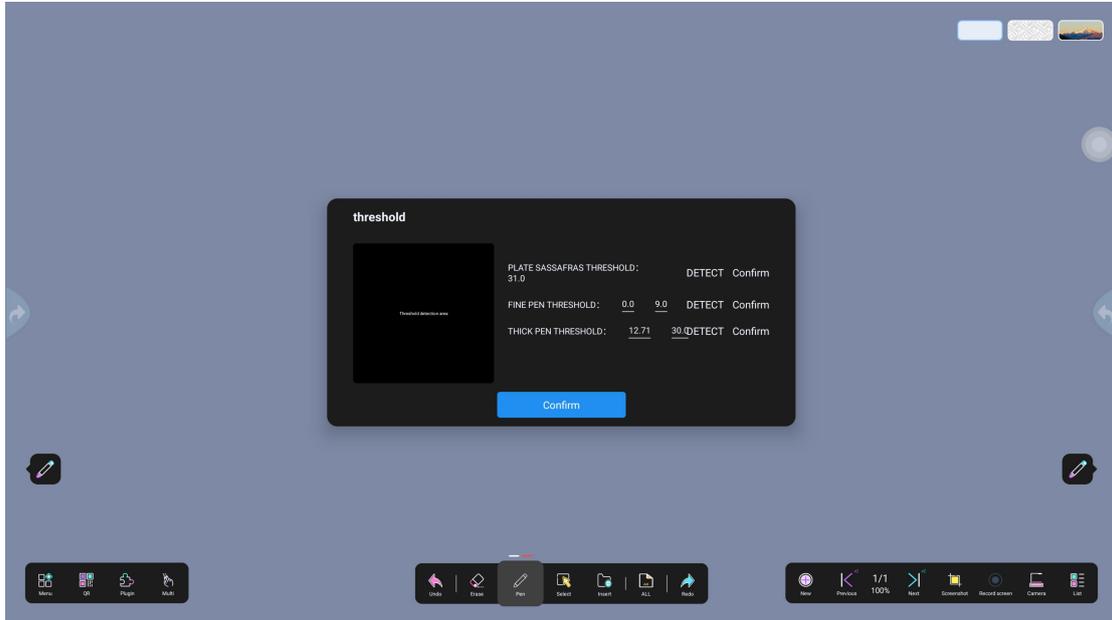
Go to "Menu"  → "Settings"  → "Palm Erase" and use your palm to reach the threshold on the whiteboard to enable the erase shortcut gesture. When you place your palm on the whiteboard and reach the threshold, the eraser icon will appear .



3.4.2. Custom Thresholds

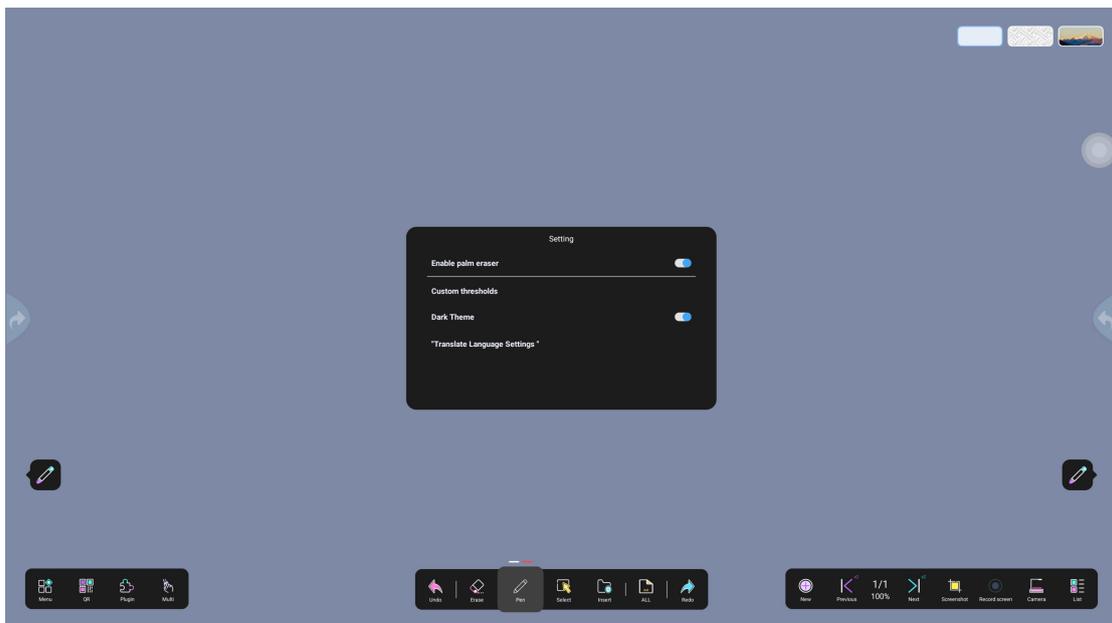
The custom threshold window will pop up through the steps of "Menu" →

"Settings"  → "Custom Threshold"  . Select the eraser/thin pen/thick pen mode, click "Detect", place your hand or pen in the threshold detection area, click "Confirm", and click "Confirm" at the bottom to save; the application is successful, as shown in the figure



3. 4. 3. Dark Mode

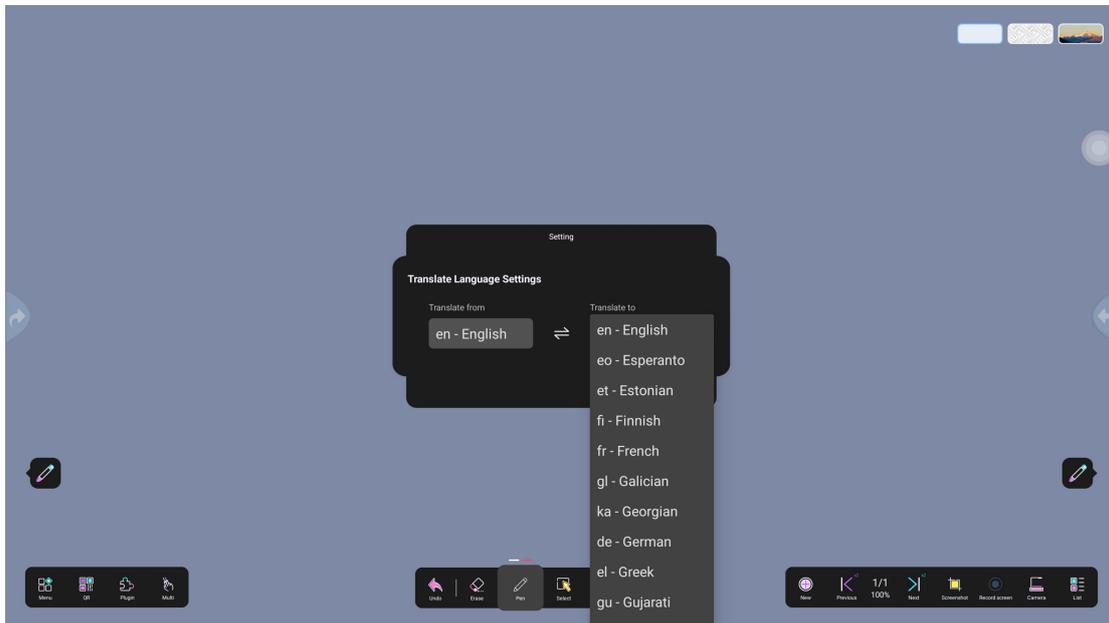
Go to "Menu"  → "Settings"  → "Dark Mode" to turn on or off the dark mode (on by default)



3. 4. 4. Translation settings

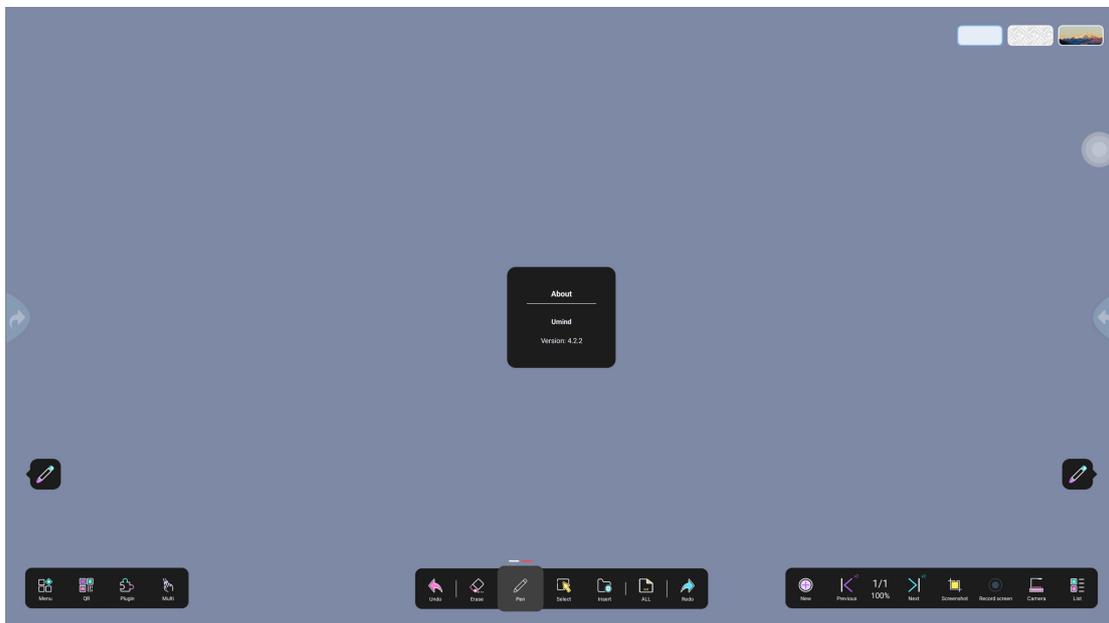
Set the translation and translated languages through "Menu"  →

"Settings"  → "Translation". Select the detection language on the left and the translation language on the right;



3.6.About

You can check the umind version by going to "Menu"  → "About" 



3.7.quit

Through "Menu"  → "Exit"  operation steps: Click the "Quit" button to exit directly, click "Save" to exit after saving



4. QR sharing

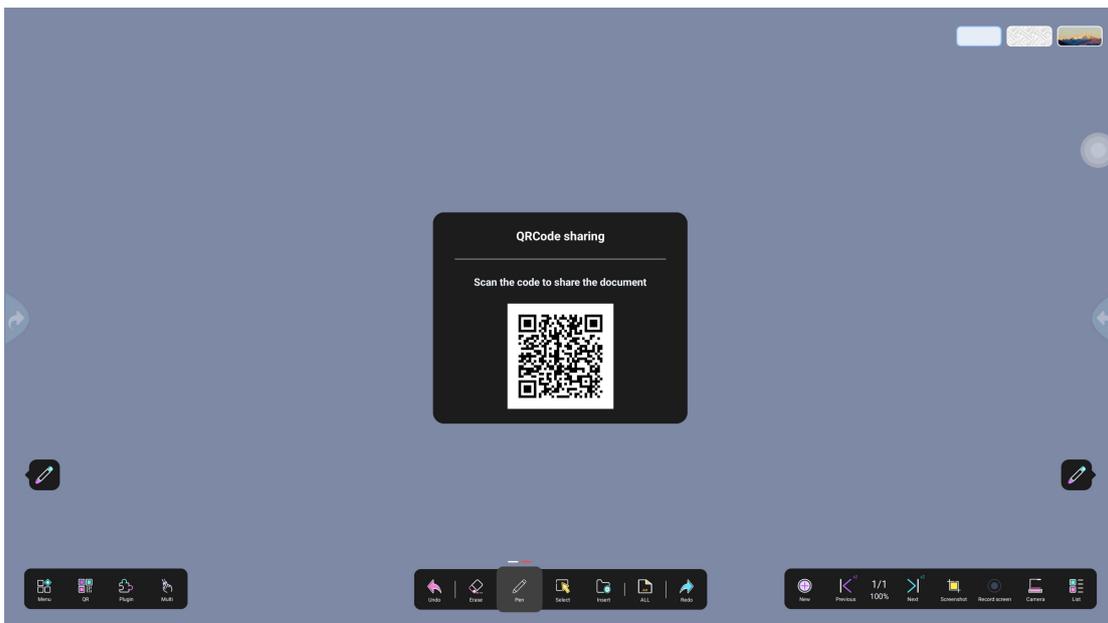
 This QR code is mainly used to share the canvas content. Users can obtain the canvas data for saving after scanning the code

4.1. Share the current page

Click "Share the current page"  to pop up the QR code. Scan the code with your mobile phone to take away the whiteboard data of the current page, as shown in the figure

4.2. Share all pages

Click "Share All Pages"  and a QR code will pop up. Scan the code with your mobile phone to take away all the whiteboard data, as shown in the figure



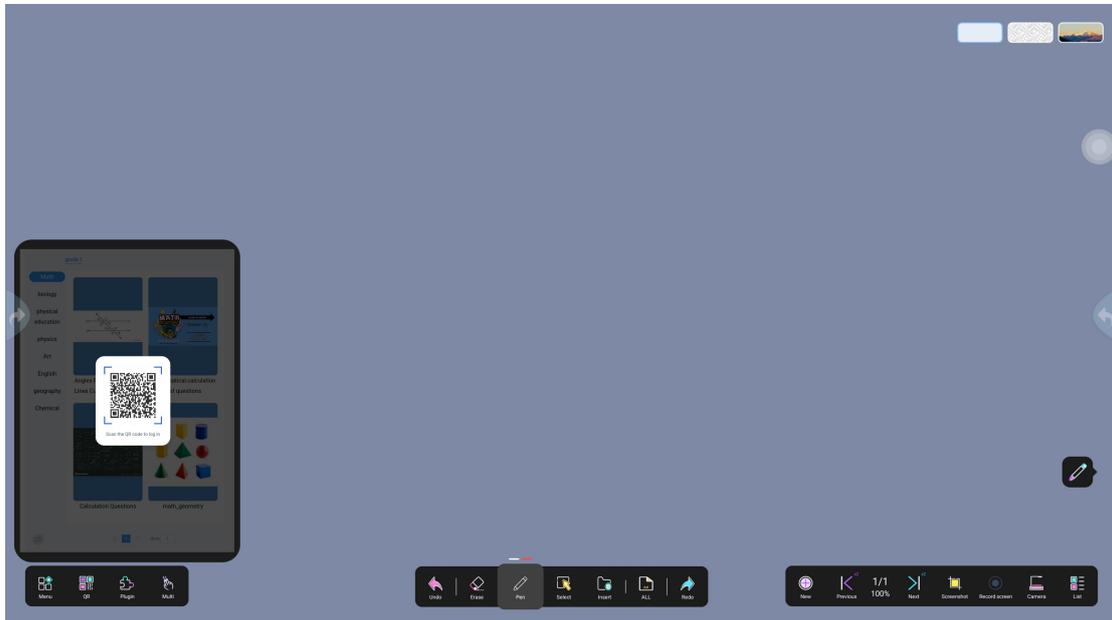
5. Plugins

5.1.Courseware

Ucourse is a dedicated teaching plug-in embedded in UMind. It is easy to operate and has strong classroom interactivity. It supports multimedia teaching methods such as pictures, audio, and video, as well as online classroom exercises. Teachers can use Ucourse in the classroom to easily conduct instant teaching in various subjects. This section will introduce the use of this courseware.

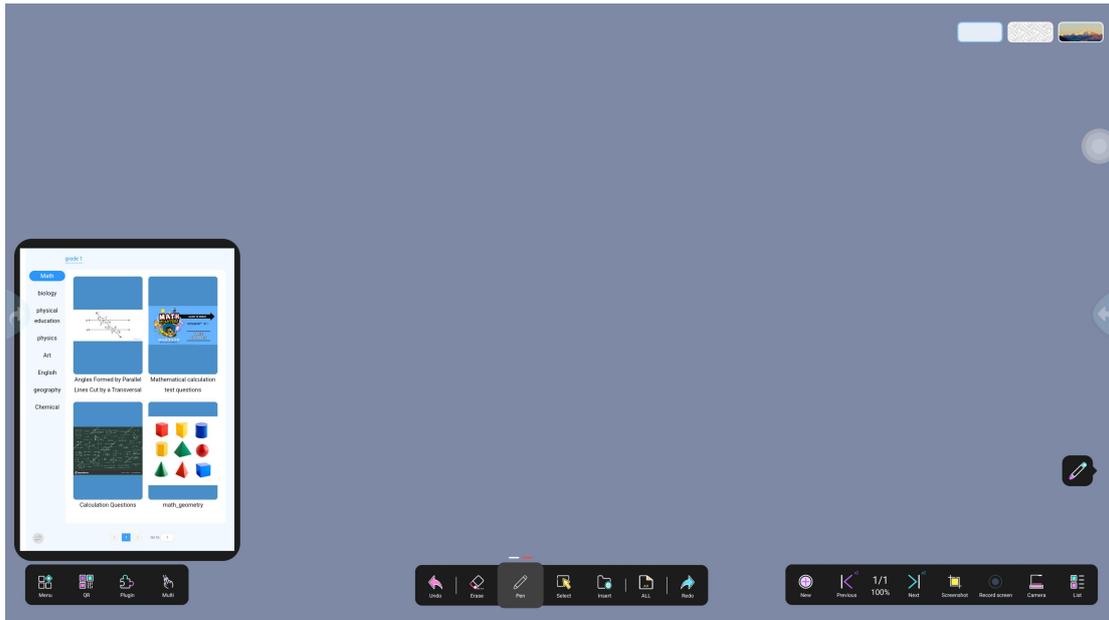
5. 1. 1. Account switching

Enter the courseware list through "Plugins"  → "Courseware" , click the "Switch"  icon, and scan the mobile phone to log in to the courseware, as shown in the figure



5. 1. 2. Courseware loading and switching

Click on the subject and grade to load the courseware in that directory; click on any courseware to switch the courseware; as shown in the figure

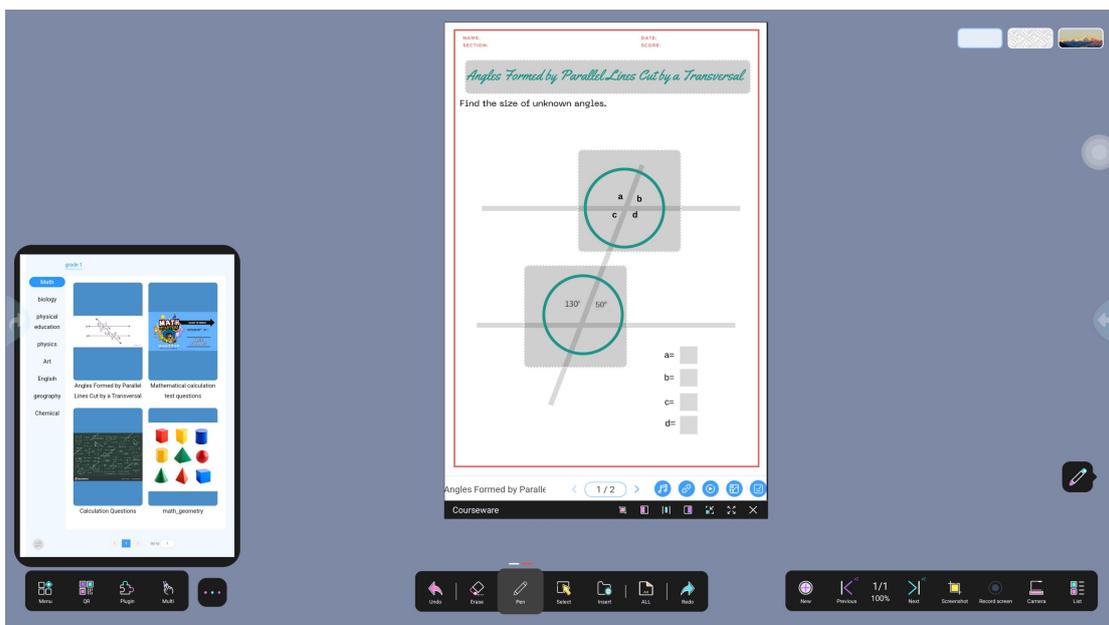


5. 1. 3. Courseware Demonstration

The dotted part of the page is the hot zone. Click the dotted area to play the preset pictures, videos, audio and link functions

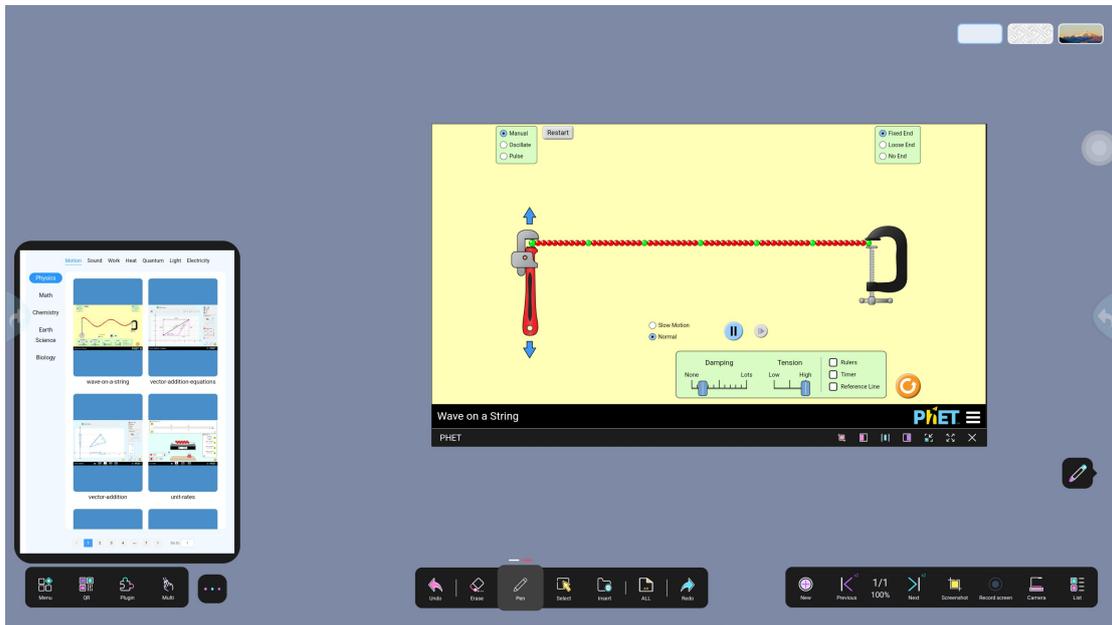
Courseware operation bar: Courseware title, page turning, audio, link, video, picture, title

Bottom toolbar: Screenshot , left half screen , center half screen , right half screen , minimize , maximize , close multiple windows 



5.2.PHET

Enter PHET through the "Plugins"  → "PHET"  operation steps, and click any courseware to enter the interactive animation simulation teaching material



5.3. Periodic table

Open the element animation through the "Plugins"  → "Periodic Table"  operation steps, which classifies the four groups by color, divides by metal and non-metal, and displays the atomic number and isotope

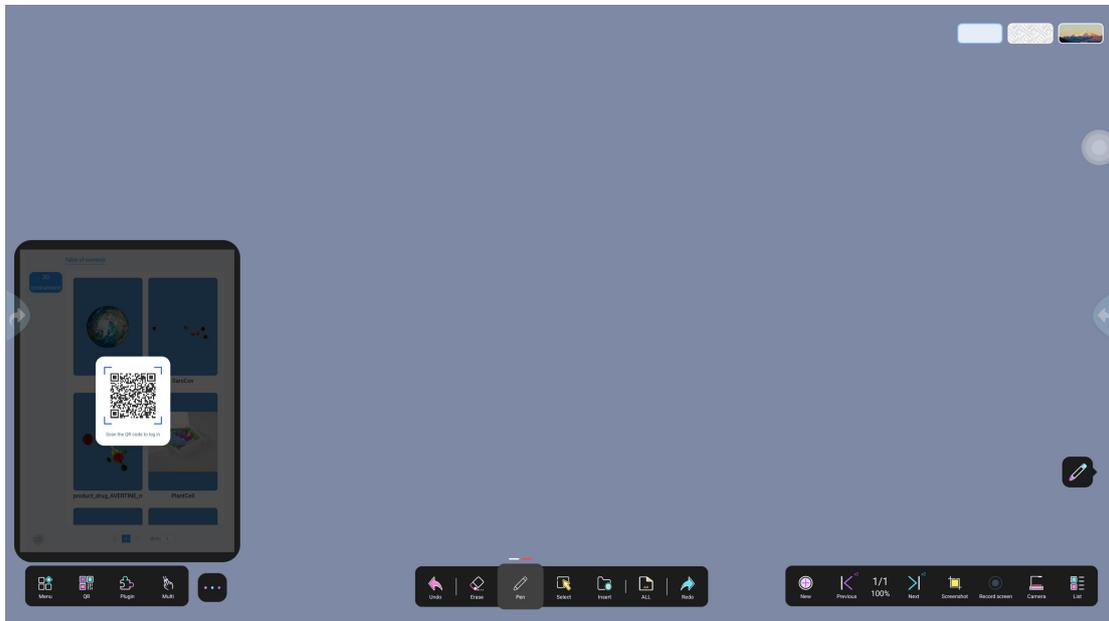


5.4. 3D

Open 3D courseware through the "plug-in"  → "3D"  operation steps;

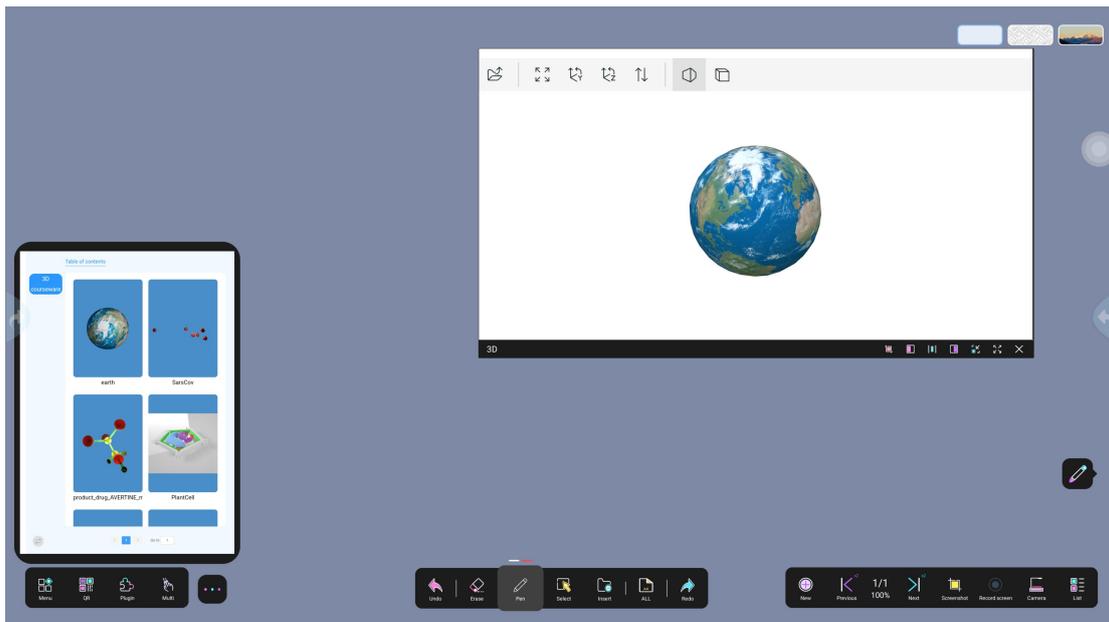
5.4.1. 3D courseware switching

The user sets the corresponding 3D courseware directory in the background, clicks "plug-in"  → "3D"  → switch account "" to scan the code to switch the corresponding account



5.4.2. 3D Demonstration

Users can click on the corresponding 3D resource to demonstrate. It also supports users to configure 3D resources in the background by themselves and log in to their teacher account to view it by switching accounts.

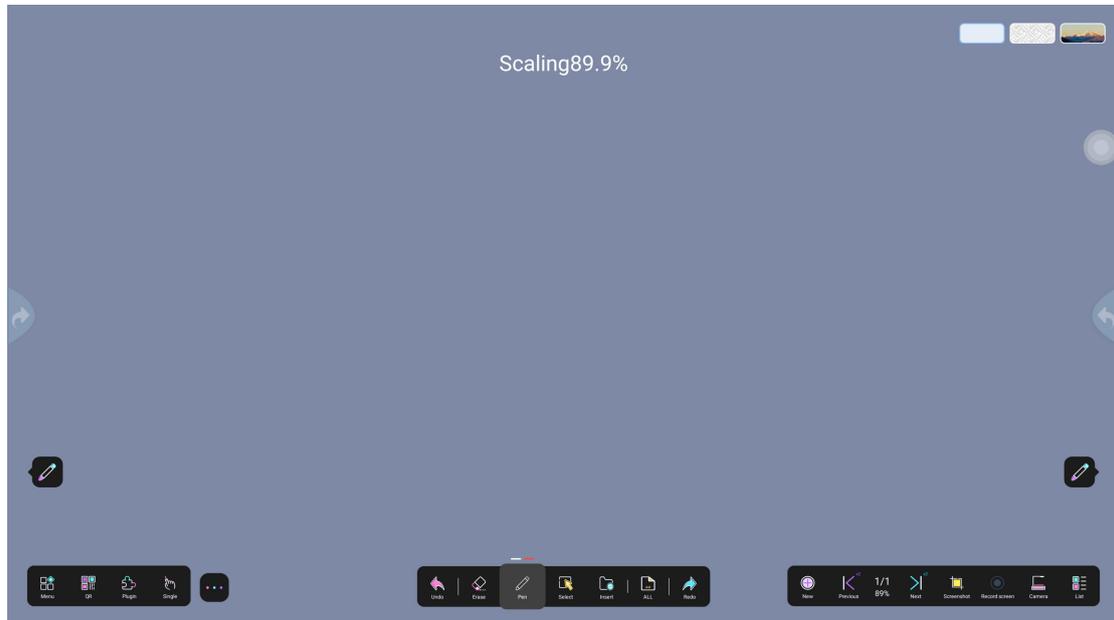


6. single finger/multi-finger

6.1. single Finger



In single-finger mode, only one-point touch writing is supported. Place two or more fingers on the whiteboard page to move or zoom. The page percentage is displayed in the upper right corner, as shown in the figure



6.2. Multi-finger



The multi-finger mode supports multiple people to write together at the same time, with 30 touch points by default

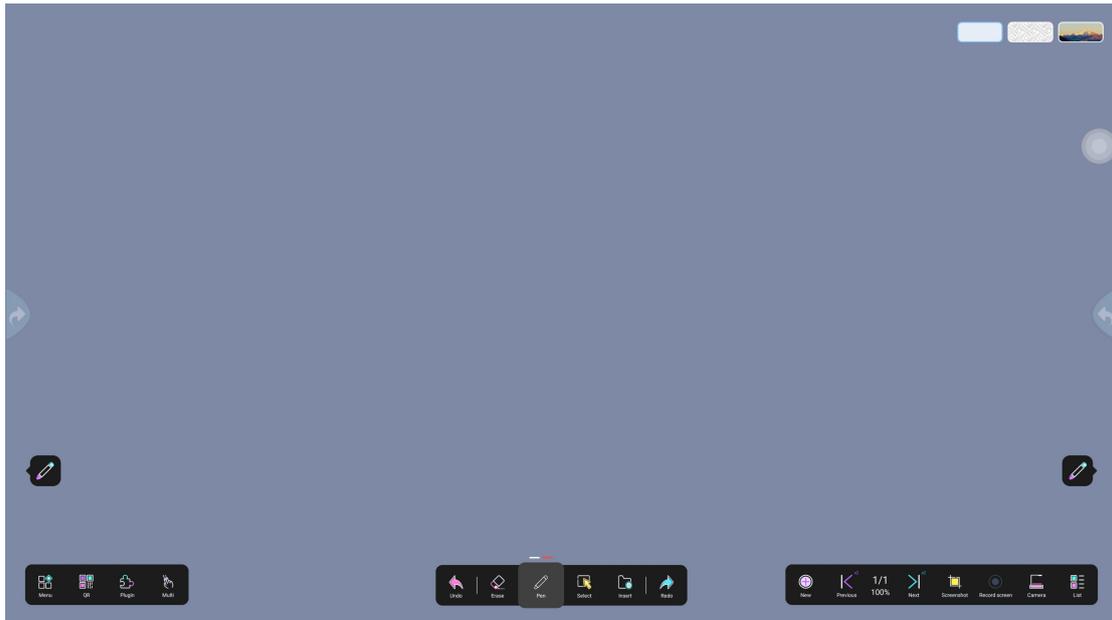
7. Undo/Restore

7.1.Undo

Click  to undo the previous step, as shown in the picture

7.2.Recovery

Click  Resume to proceed to the next step, as shown in the figure



8. Eraser

8.1. Eraser Threshold

Open the eraser tool , place it on the left eraser, and it will prompt "Start Recognition". After you raise your hand, it will prompt "Recognition Completed"

8.2. Eraser Mode

 Eraser mode means partial erasure, which is usually used to manually erase details such as a part of handwriting; select the left eraser mode, place your hand on it, and the eraser icon will appear, and you can erase it by sliding

8.3. Area Mode

 Area erasing means selecting a certain area to delete as a whole; select the right circle selection mode, and you need to select the object to erase

8.4. Swipe right to clear the screen

 Swipe right to clear the screen means swiping from left to right to clear the screen, or double-clicking the eraser to clear the current page content

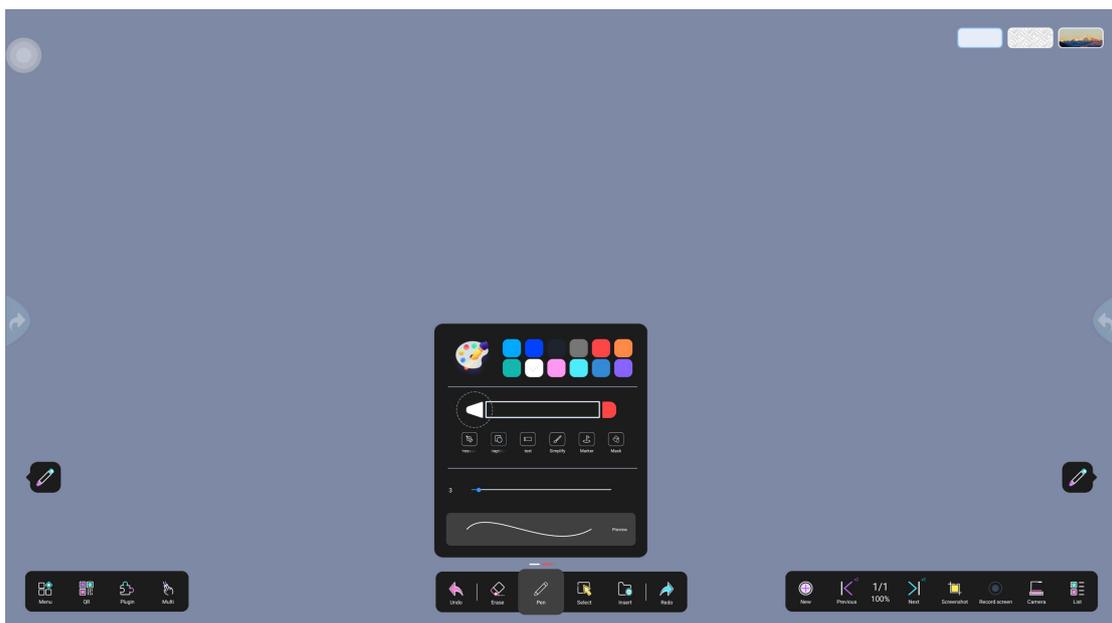


9. Pen

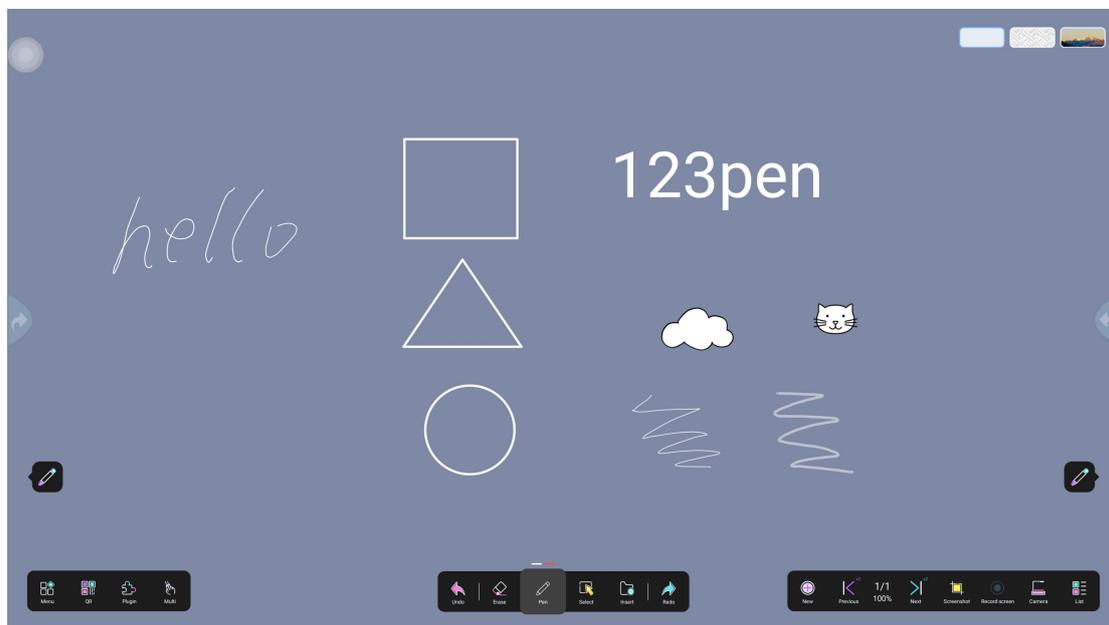
Umind provides a variety of pen types: regular pen, graphic pen, AI smart pen (text pen), simplified pen, etc. Users can switch between different pens to write. When writing, you often need to modify the color, thickness and other attributes. This section will focus on the pen type and its attribute content.

9.1.Brush type setting

Umind provides a variety of brush types. You can select the corresponding brush by following the steps of "Pen" → "Regular pen, graphic pen, text (AI smart pen), simplified pen, marker pen". The following is a further introduction to each brush



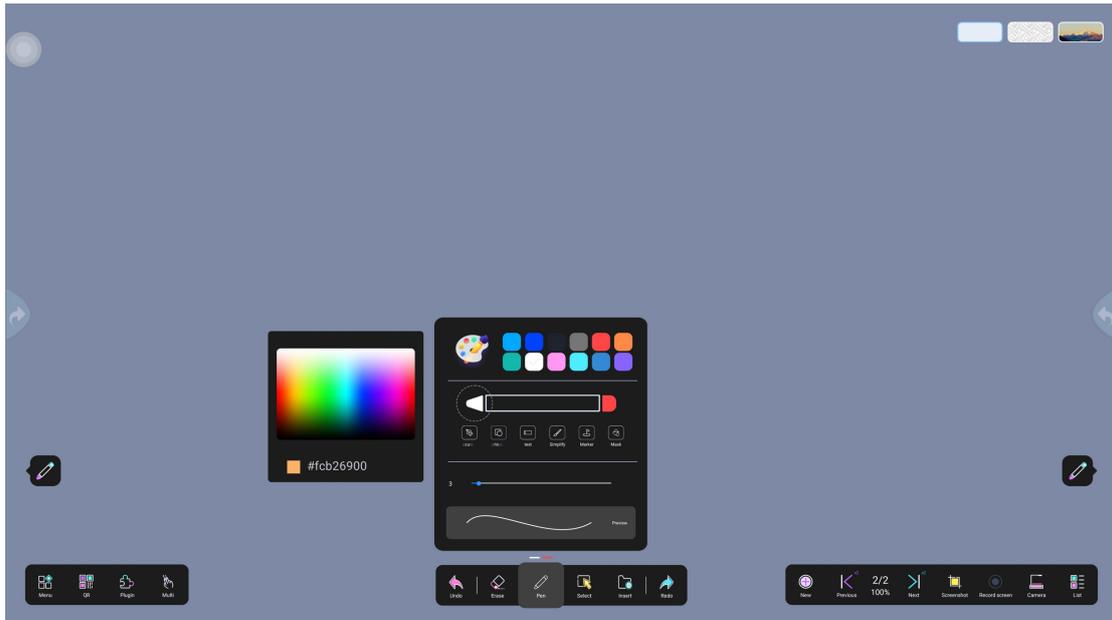
- Regular pen/pressure-sensitive pen : The line thickness is uniform and the line ends are smooth and without edges. It is generally an opaque solid line. It is the most commonly used brush type. The pressure-sensitive pen will become thicker and thicker with the size of the force
- Shape pen : It can recognize some simple geometric sketches and recognize hand-drawn figures into regular figures (circles, triangles, squares, rectangles). The effect is shown in the figure below
- AI smart pen (text pen) : Handwritten words are intelligently recognized as printed text. The effect is shown in the figure below
- Simple drawing : It can recognize some simple hand-drawn graffiti sketches. Select the corresponding simple drawing according to the needs. The effect is shown in the figure below④
- Marker pen : This pen is semi-transparent during drawing
- Mask pen : The color of the overlay will deepen layer by layer



9.2.Brush color setting



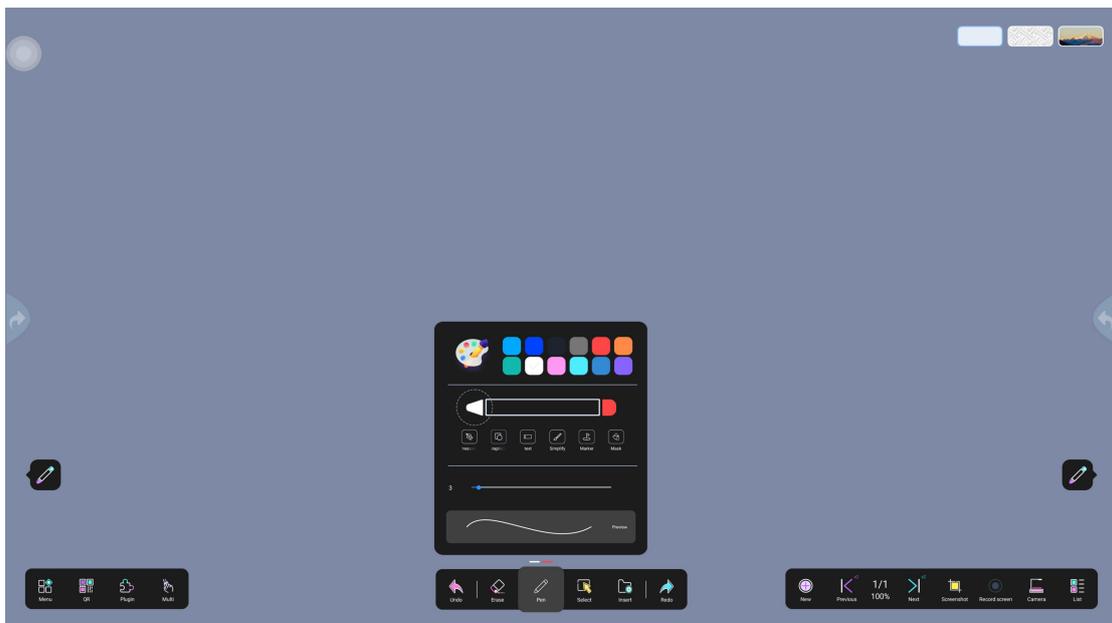
Default 12 colors or custom color palette to switch brush colors



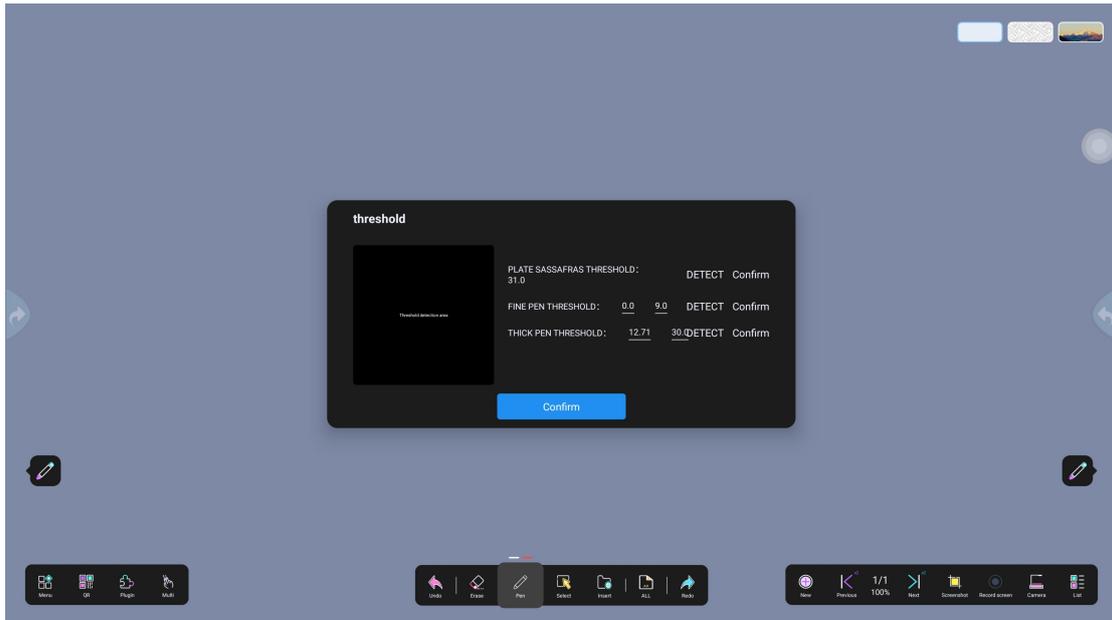
9.3. Pen threshold setting

Set the pen threshold size: When the user switches between large and small pens while writing, the large and small pens will be automatically identified and their colors will change; there are 2 operation methods

Operation method 1: Select the regular pen type, place the pen in the thin pen ① and thick pen ② respectively, the pen stroke size will be automatically detected, and the recognition will be prompted after the hand is raised



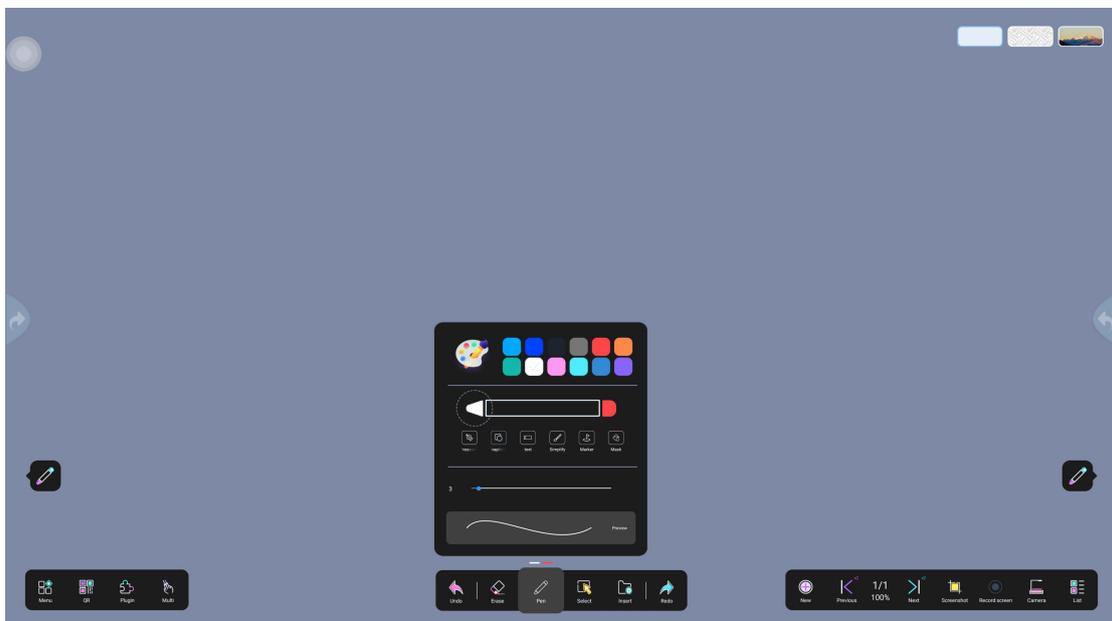
Operation method 2: Open the menu, select the setting function, click "Custom Threshold" and the threshold adjustment box will pop up



9.4. Line width

To modify the line thickness of the pen, follow the instructions below;

Slide left and right to modify the line width of the pen. The line thickness will decrease when sliding from right to left, and increase when sliding from left to right (the minimum is 1 and the maximum is 40). The thickness of the pen can be seen in the preview interface;



10. Select



If you want to operate one or more objects on the page, you must first select the object through the selection operation;

Set the current operation of the software page to selection by clicking the selection button on the toolbar, and then select one or more objects by circling. The selected image object is surrounded by a dotted box. You can click inside the box and move it to move the object. If you want more operations, please click the selection box operation bar

10.1. Copy

Copy the selected object to the software clipboard. Operation steps: First select the object text or picture to be copied, click the copy button 



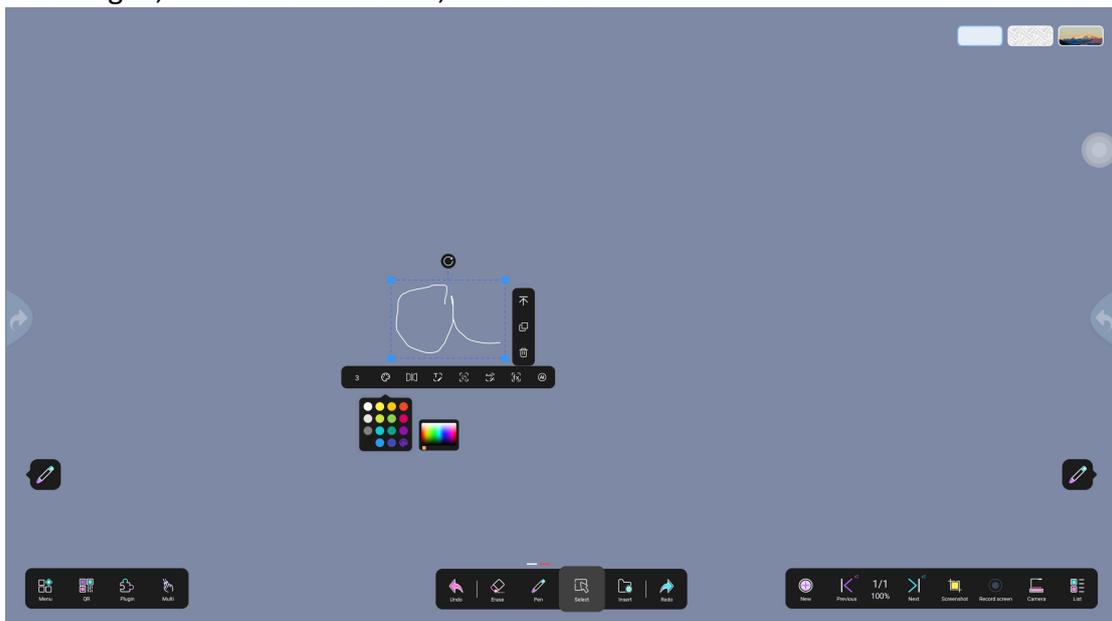
10.2. Font Line Width

Change the font line width of the selected object. Operation steps: Select the object to be changed, and then set its size by changing its number.



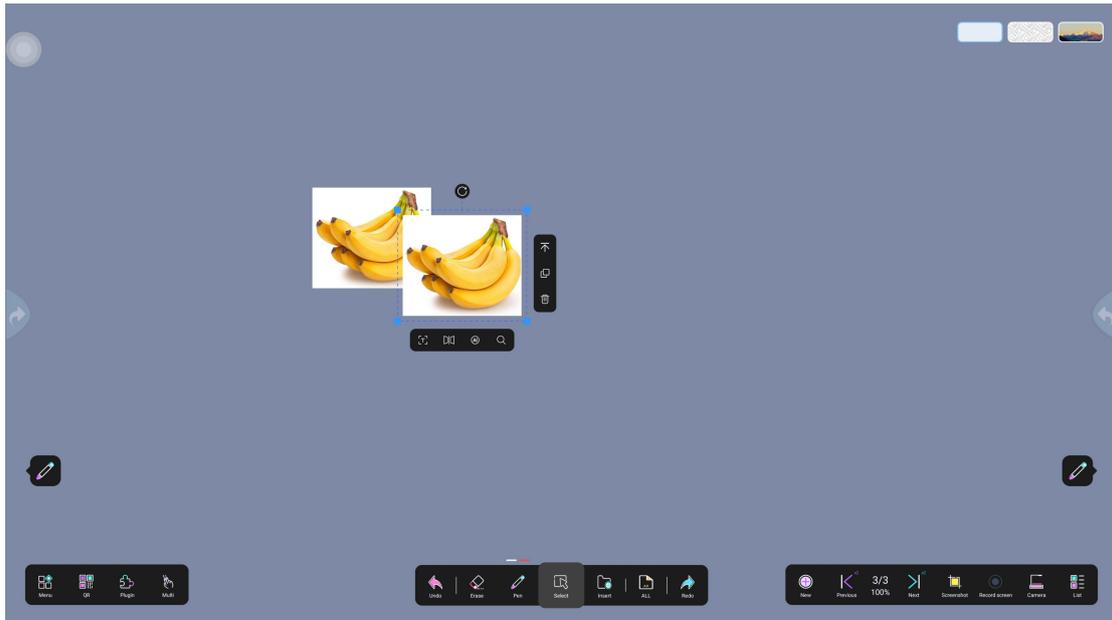
10.3. Color switching

 Change the color of the selected object. Operation steps: Select the object to be changed, click the color wheel, and select the color.



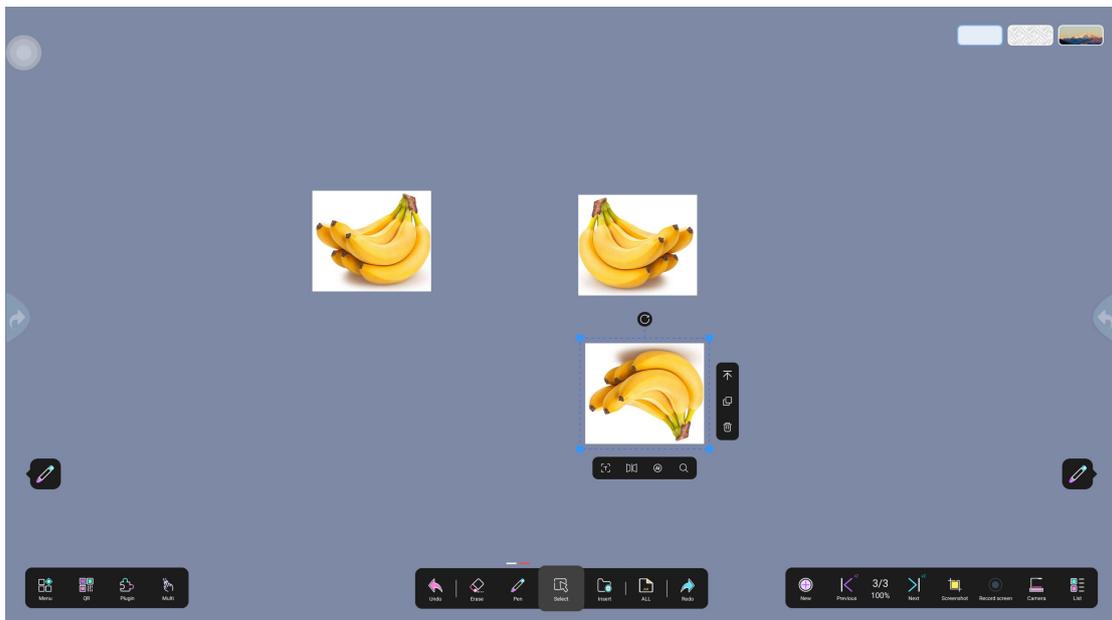
10.4. Adjust layer

Adjust the layer position of the selected object. Operation steps: First select the image to be pinned, then click the button to pin it. 



10.5. Mirror

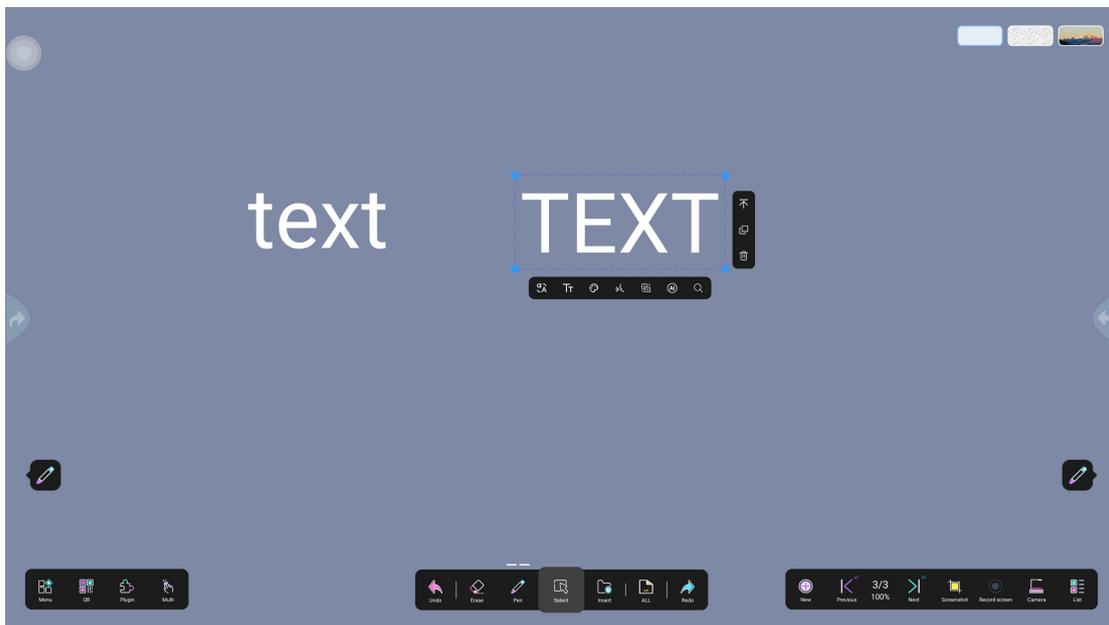
Mirror  : Mirror the selected object horizontally or vertically. Operation steps: Click "Mirror"  → "Horizontal Mirror"  or "Vertical Mirror"  on the selected object. Example image: The left side shows the selected object before flipping, the middle after horizontal mirroring, and the right side after vertical mirroring.



10.6. Letter case conversion

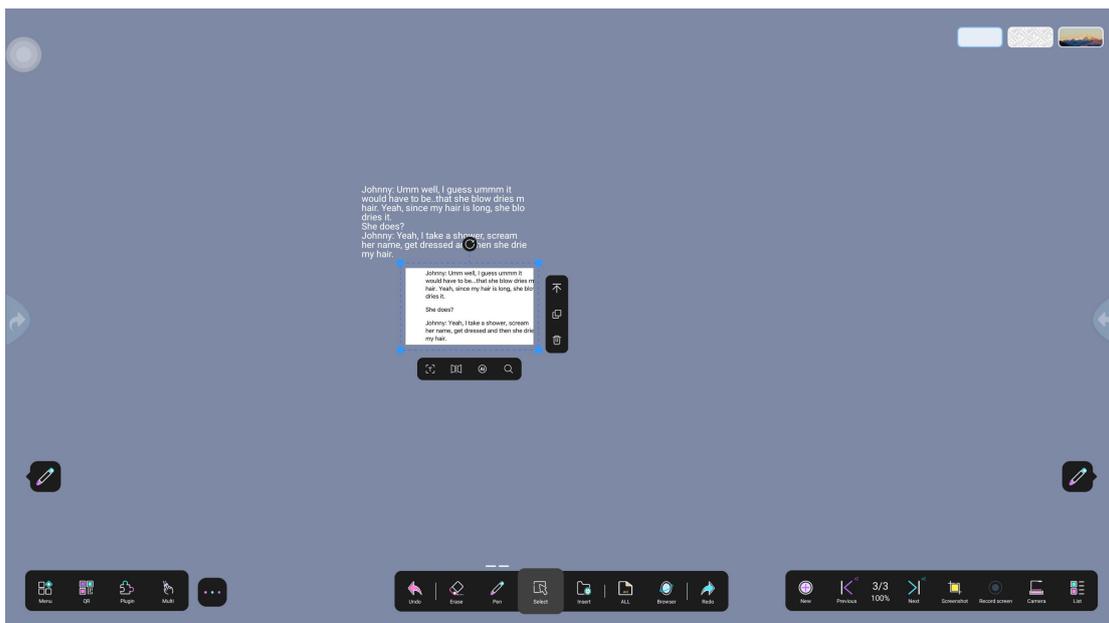
Convert all letters to uppercase or lowercase. Operation steps: Use the AI

smart pen (i.e. text pen), click Select, select the object to be converted, and click the  icon to convert the uppercase and lowercase letters.



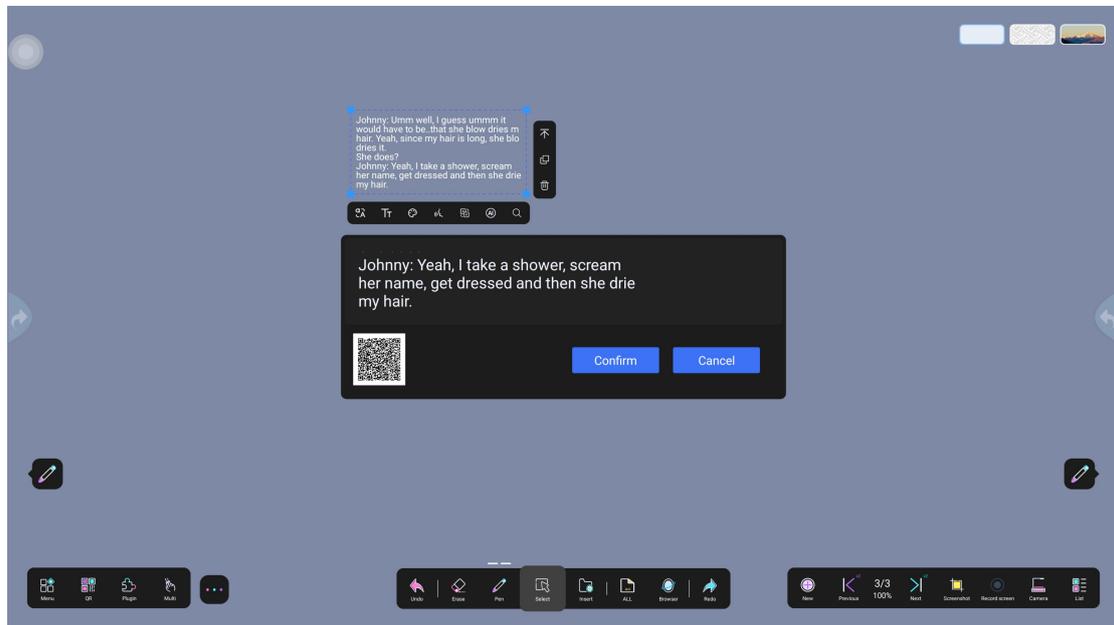
10.7. Image text extraction

Extract the text from the image . Operation steps: First select the image, click Extract, the extracted text will be embedded in the whiteboard interface, and the extracted text can be operated by functions such as capitalization, text input, color, reading, translation, and AI query.



10.8. Text input

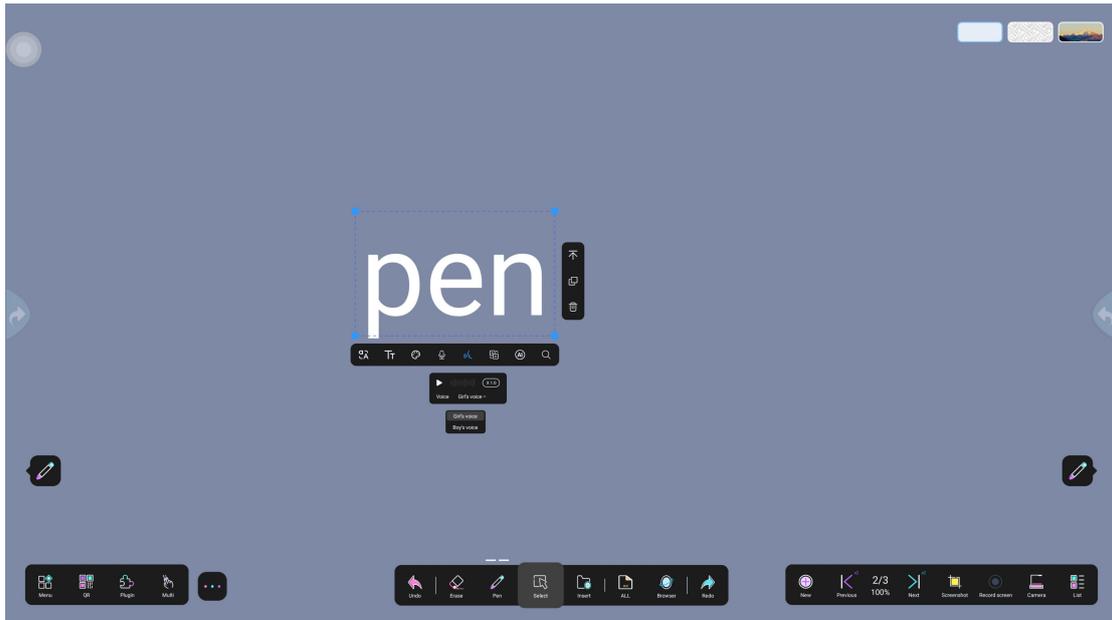
Text input can be performed through keyboard or mobile phone scanning. Operation steps: Use AI smart pen (i.e. text pen), click the selection box to select text, click **Tt** the text input button, a pop-up window will pop up, enter text on the keyboard or mobile phone scanning code, and click Confirm.



10.9. Text reading

Convert standard text (including translated text) into local voice. Operation steps: Use AI smart pen (i.e. text pen) to write, recognize and convert into standard text, then click voice broadcast function to read 

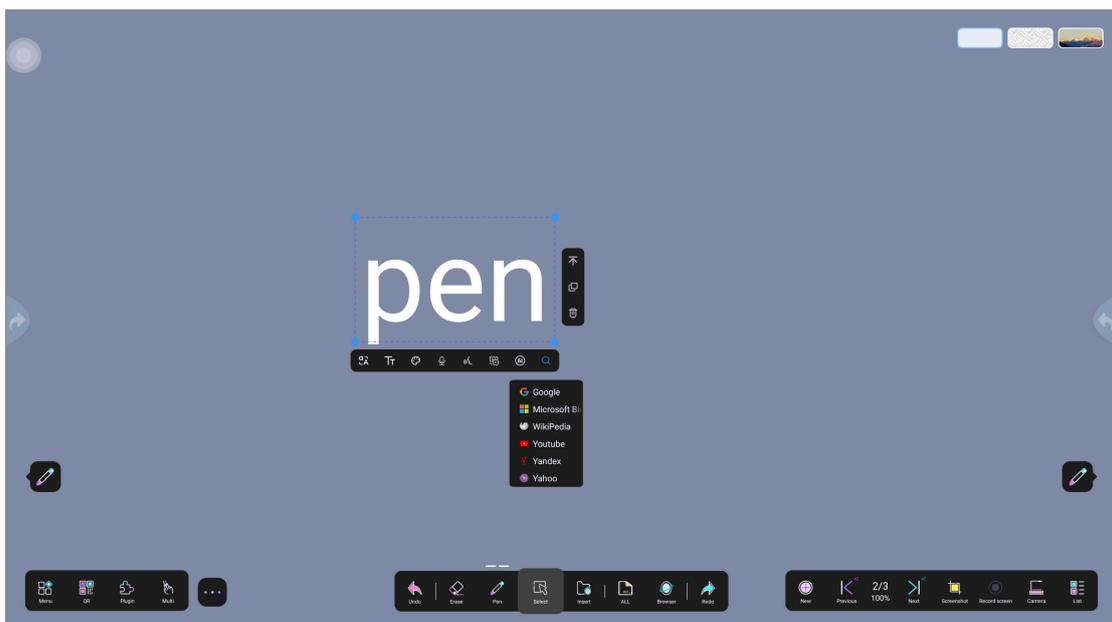
Voice broadcast settings ① Pause/broadcast function, ② Switch speed, ③ Switch male/female voice



Note: This item requires downloading the voice plug-in. Select  and follow the steps to download.

10.10. Search

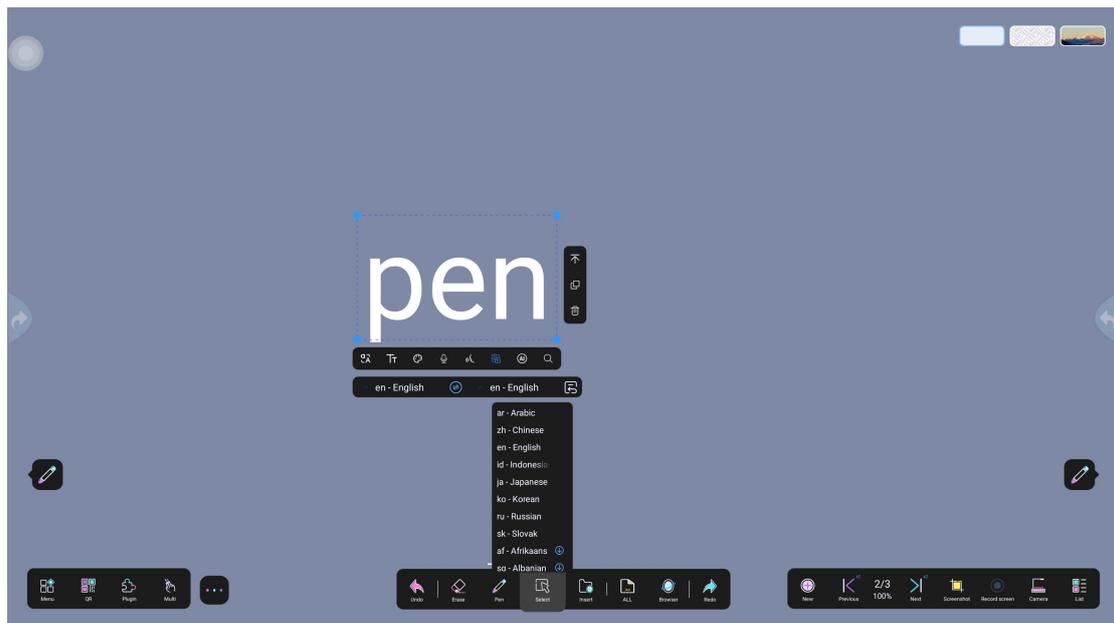
 Supports text or image search. Operation steps: Use AI smart pen (text pen) to write or standard font, circle and click the search function, select different browsers to search; you can also drag the image from the browser to the whiteboard page, press and hold for about 3 seconds, the image will be embedded in the whiteboard without the browser



10.11. Translation

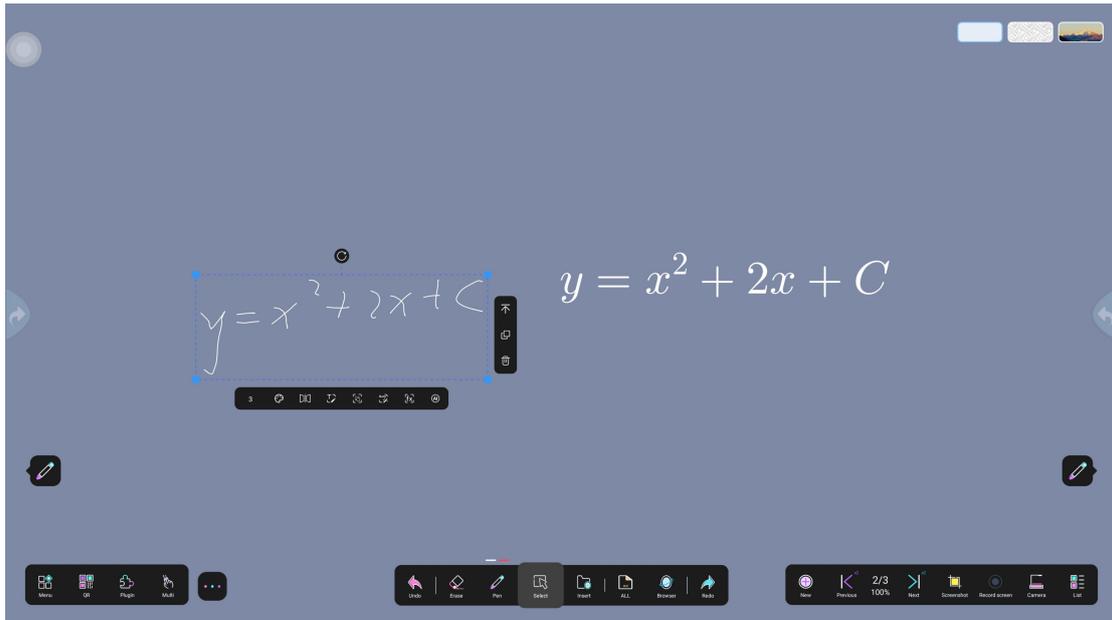
Translate standard text into multiple languages. Operation steps: Use the text pen to write, and it will be automatically recognized as printed text after writing.

 Click the selection button, select the object and click the icon to enter the translation setting. Set the translation language and the translated language and click the blank space to translate. If it has been set,  you can directly click the translation icon.  Click Undo to undo the click status;

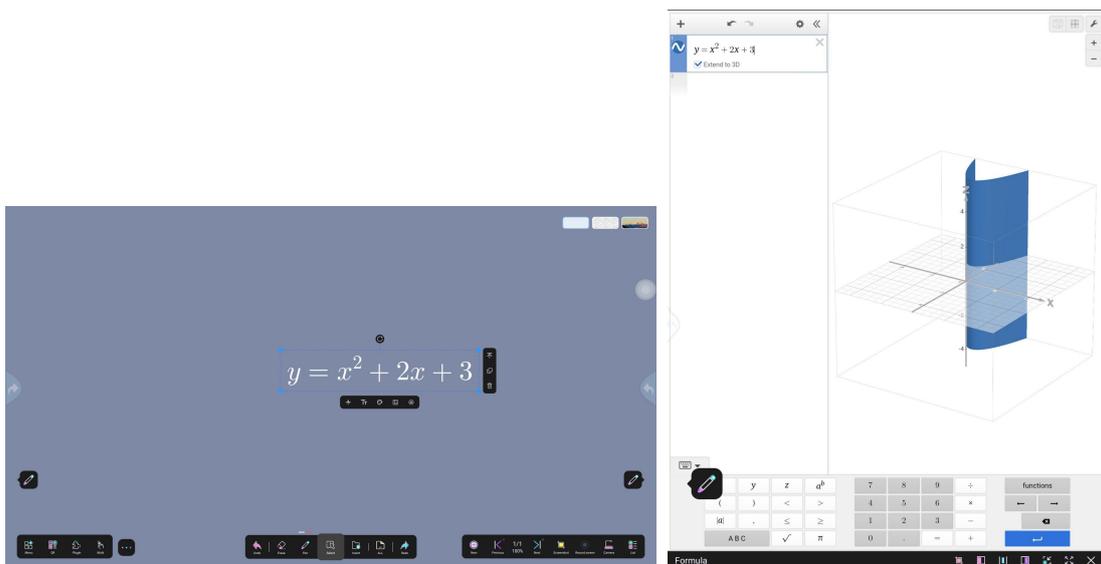


10.12. Formula recognition and function generation

 Recognize handwritten formulas and automatically convert them. Operation steps: Use the "regular pen" to write, click the selection box to select the object, and then click the formula button



Click "" to create a function graph



10.13. Voice to text

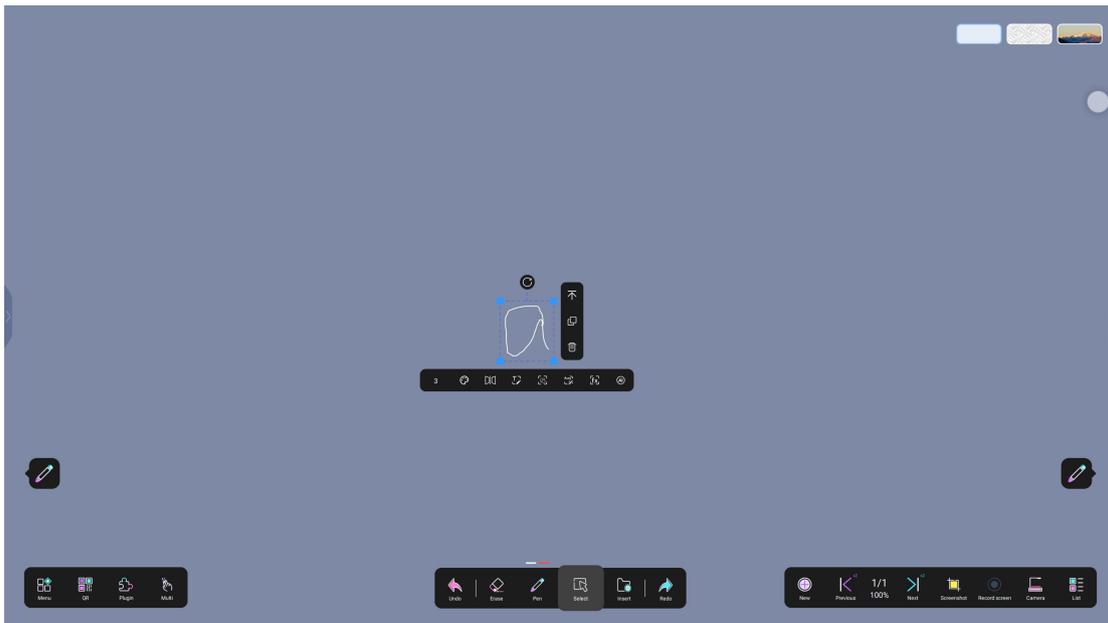
 The operation of converting voice to text and embedding it into the whiteboard. Operation steps: After writing with the AI smart pen (text pen), click the selection button to select the text, then click the pop-up window and speak into the microphone. After voice recognition, it will be converted into text and embedded into the whiteboard page.



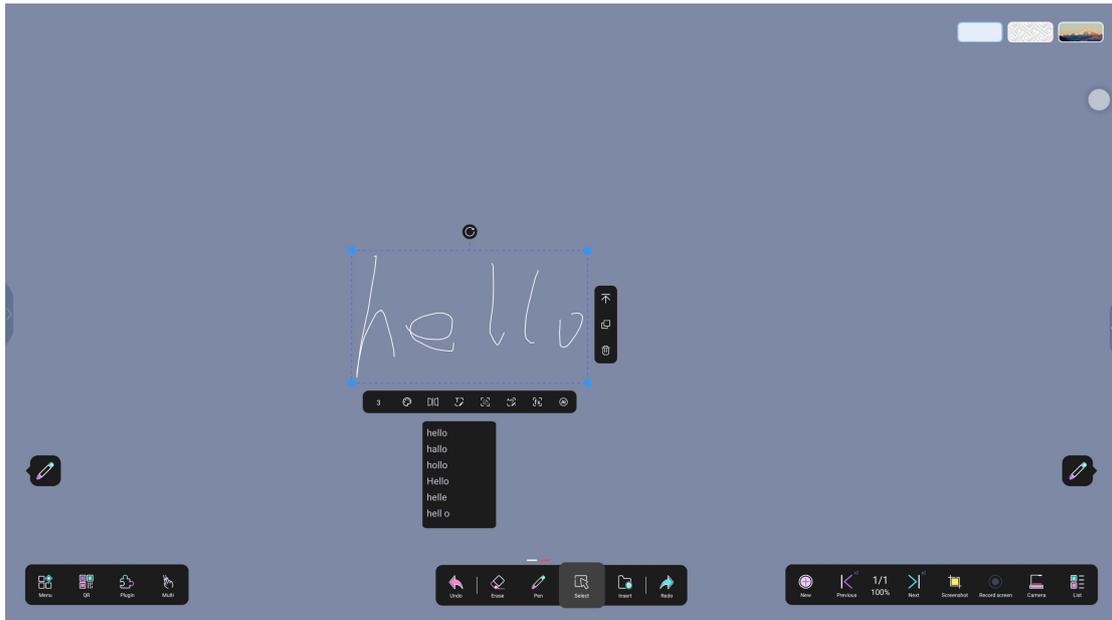
Note: This item requires downloading the voice plug-in. Select  and follow the steps to download.

10.14. Handwritten object conversion to standard

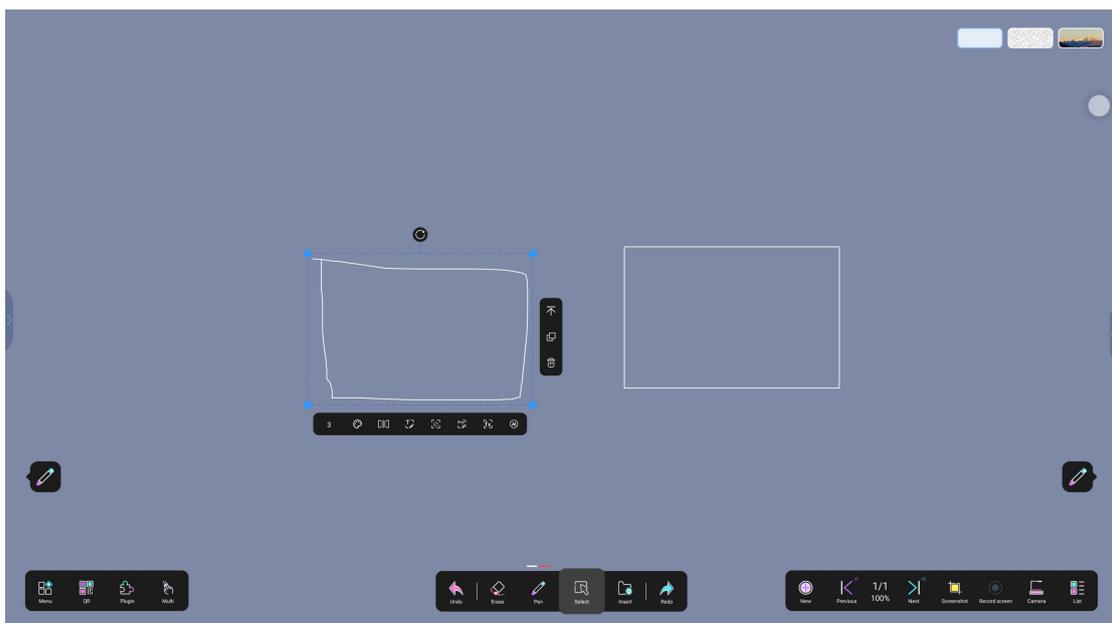
Through the operation of handwriting object recognition and conversion, handwriting is recognized into various standard forms, including converting text to standard text, converting handwriting to basic geometric figures, and converting handwriting to simple images



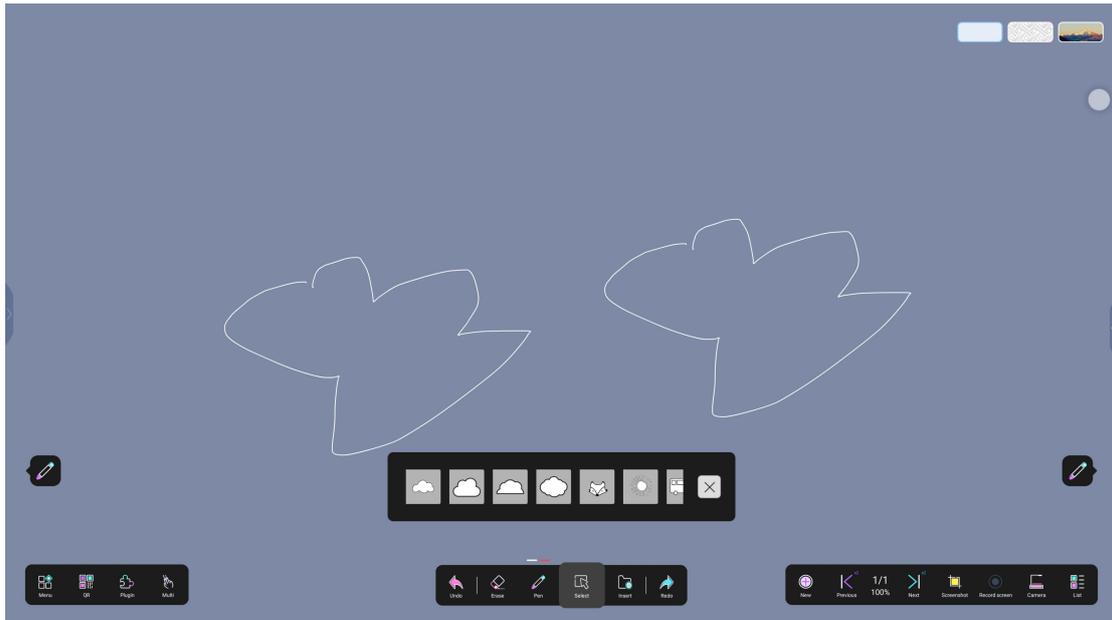
This function recognizes handwritten input text and converts it into a standard text format. It supports the conversion from handwritten characters to complete disconnected text. The system will recognize and provide multiple options.



This function can convert the basic geometric shapes (such as circle, square, triangle) drawn by the user into standard geometric objects.

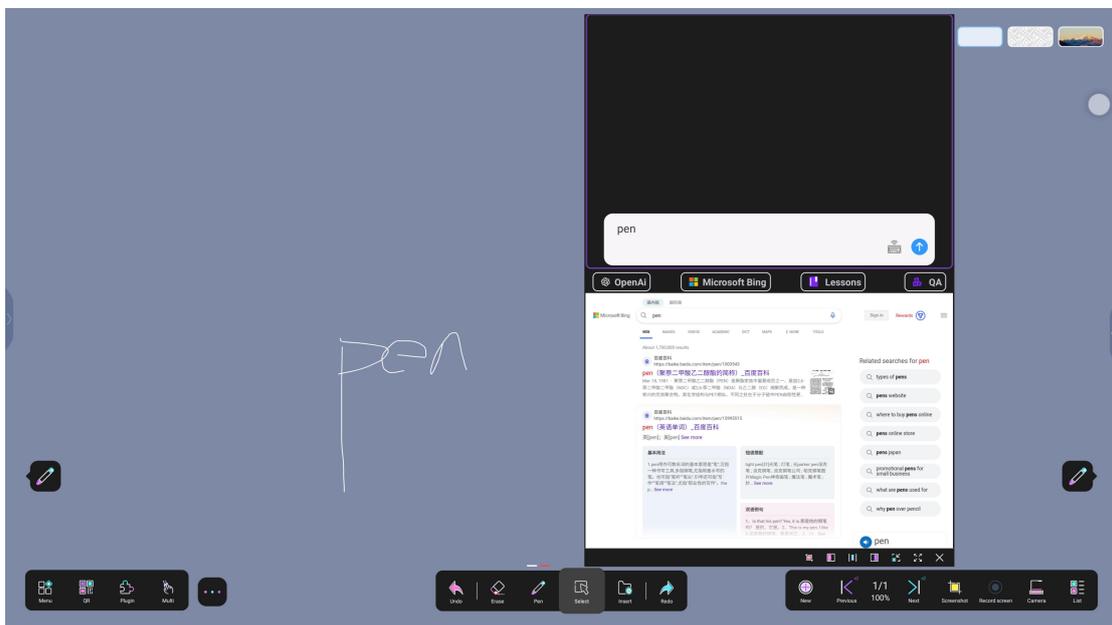


This function converts the user's hand-drawn images (such as animals, objects, and people) into a standard image format. The system will automatically identify the category and provide options based on the characteristics of the hand-drawn image.



10.15. AI

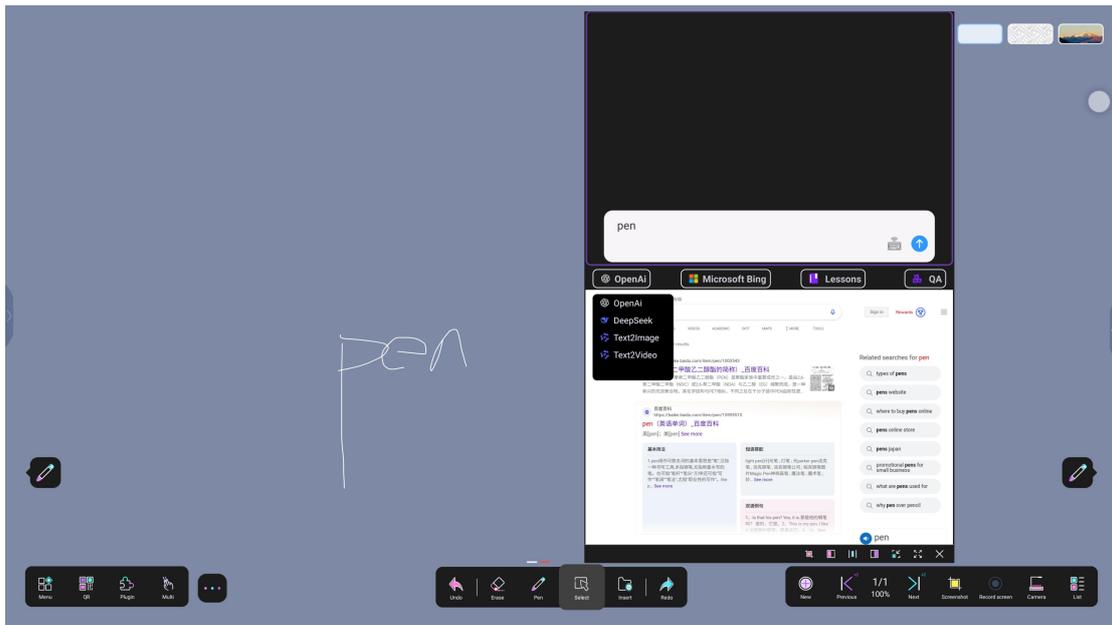
By handwriting or standard text, clicking the AI icon will jump to the AI window, including AI dialogue, AI generated pictures/videos, browser, AI classroom course design, and AI answering.



● AI dialogue and image/video generation

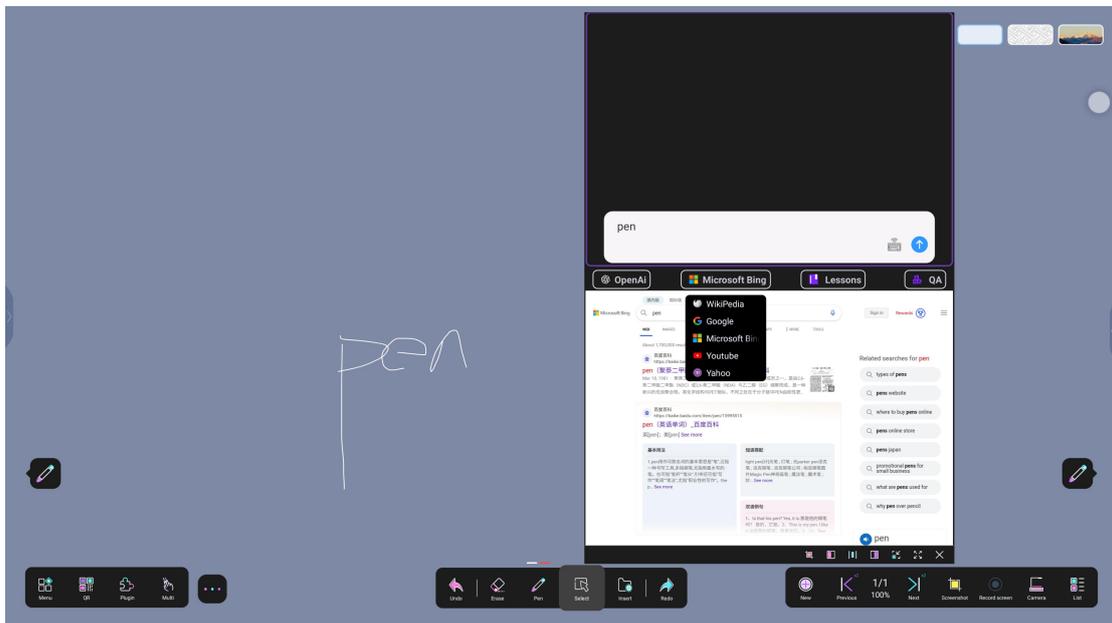
Connect to AI big models deepseek  and openAI . Users can find AI entrances through handwriting or standard text, jump to the AI window to conduct AI dialogue and generate images and corresponding videos. Supports switching between several big models, among which generating images/videos requires

switching to the object model



● Browser

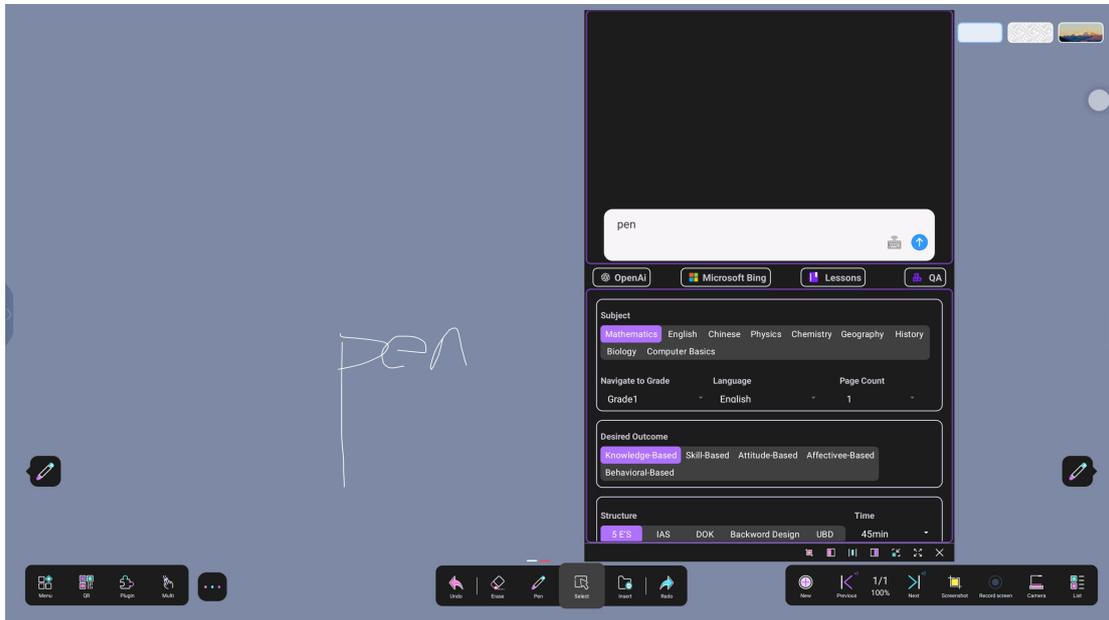
To facilitate users to search while using AI, this function supports switching between different search engines (such as Google, Bing, YouTube, etc.)



● AI Classroom Course Design

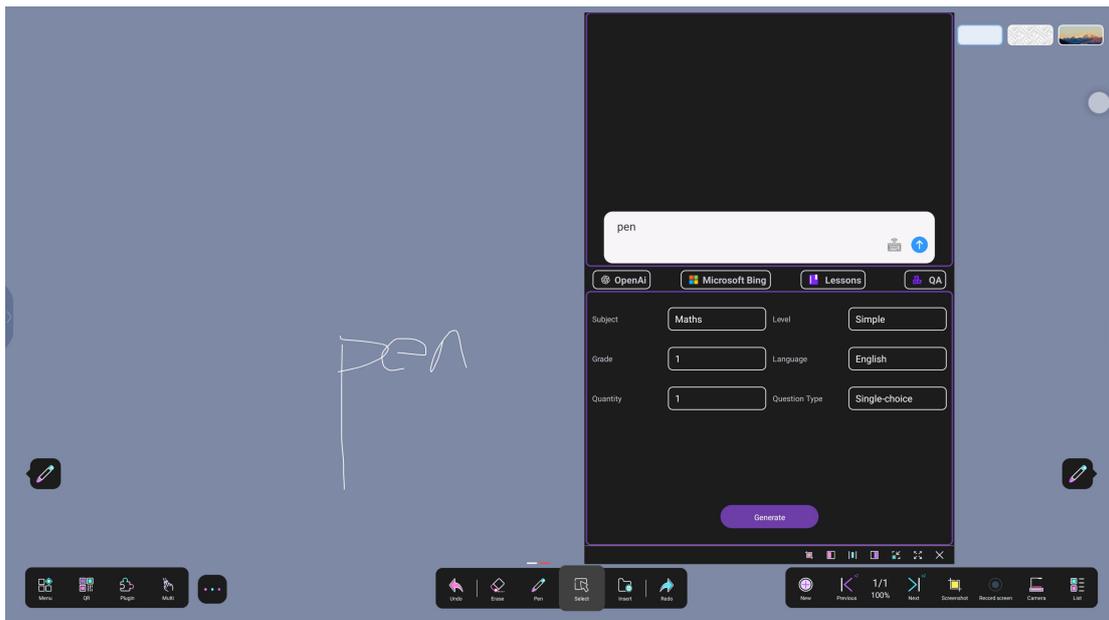
To facilitate the course design of educators, AI is introduced for corresponding teaching planning. Through the introduction of AI, the teaching goal is not only to impart knowledge, but also to cultivate students' abilities in multiple dimensions. Teaching content planning and AI assistance, automatic resource recommendation,

resource matching: formulate teaching content and test questions according to course content, subjects, difficulty, etc., which greatly saves educators' preparation time



● AI AI Questions 

AI answering is a function that provides answers, analysis or guidance to users through artificial intelligence technology; it generates different questions based on subjects, grades, number of questions, difficulty, question types and other options, and provides answers



10.16. Deletion

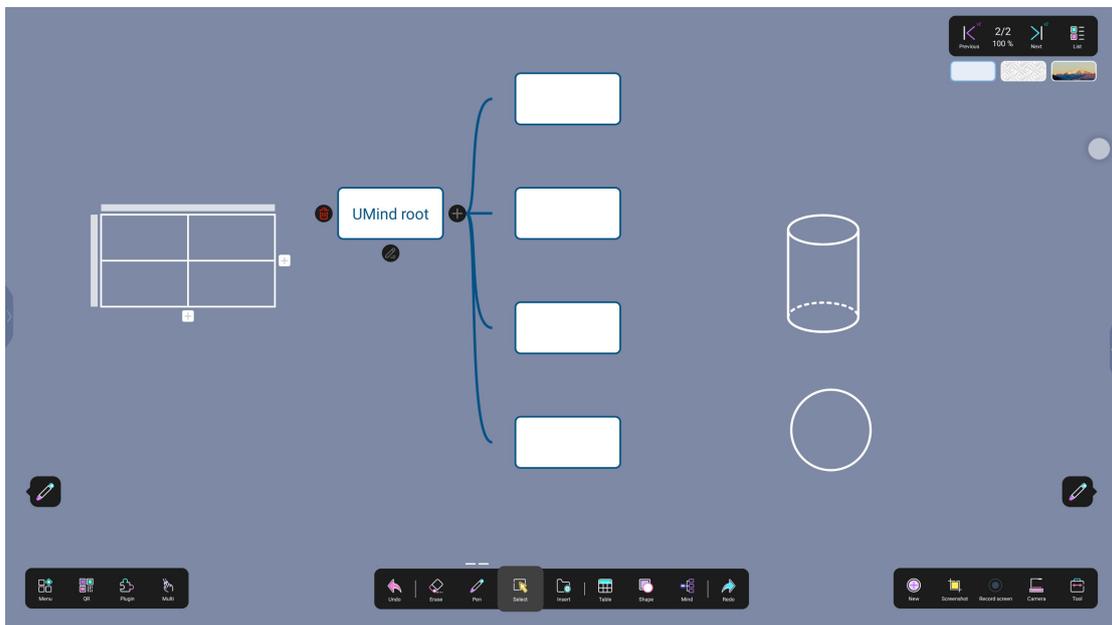
 Click the delete icon to delete the selected object.

11. Insert

This insert function provides ways to insert charts, files, signal sources, etc. This section will introduce its specific functions

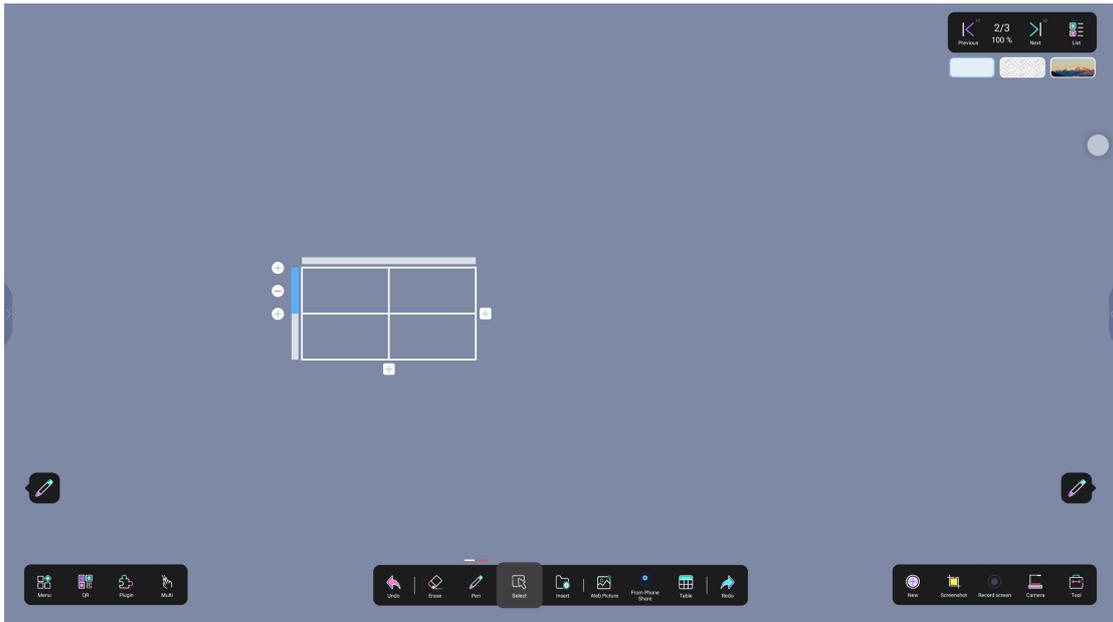
11.1. Insert chart

Click Insert Chart to select table , graph, mind map , the effect is as shown in the figure

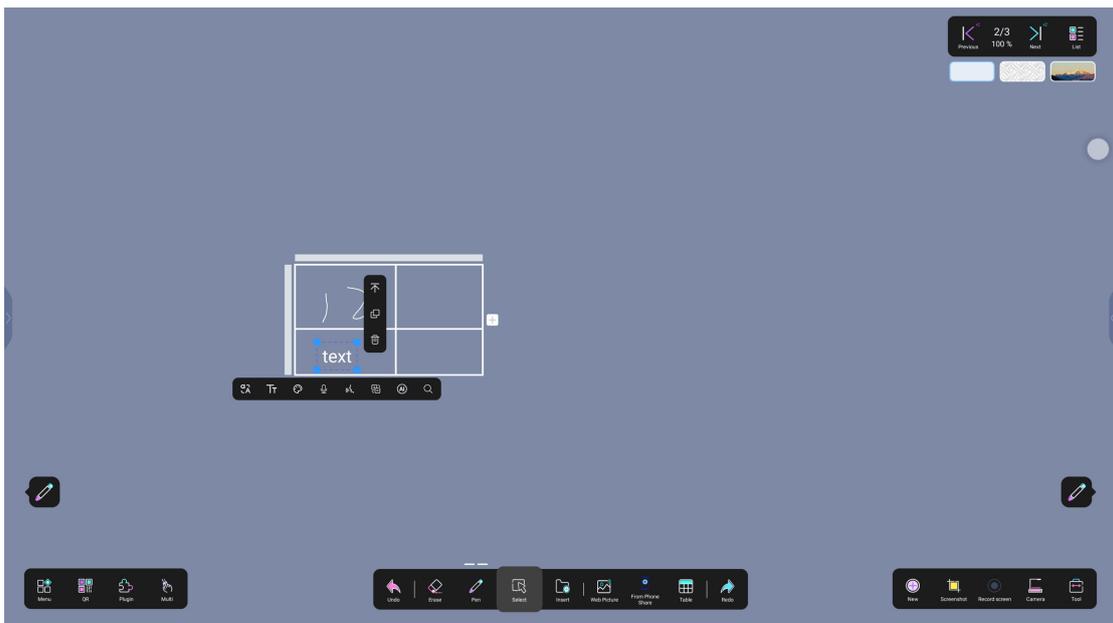


Click "Insert"  → "Table"  to pop up the table window. Drag and draw the table in the window. After drawing the table, click OK to perform the corresponding operations in the table.

Add or delete rows and columns: click "+" to insert a whole row or column on the right or below; select a whole row or column to add rows and columns on the left or right or above and below.



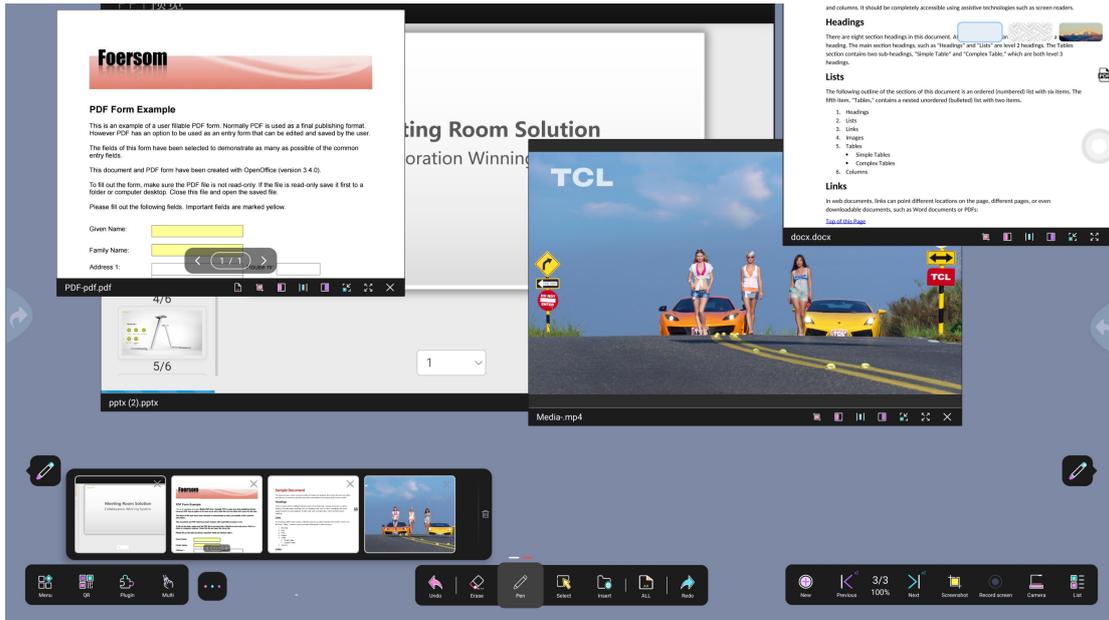
Remove cell contents: Select the contents in the cell and disconnect it from the table. When you move the table, the cell contents will not be moved.



11.2. Insert files

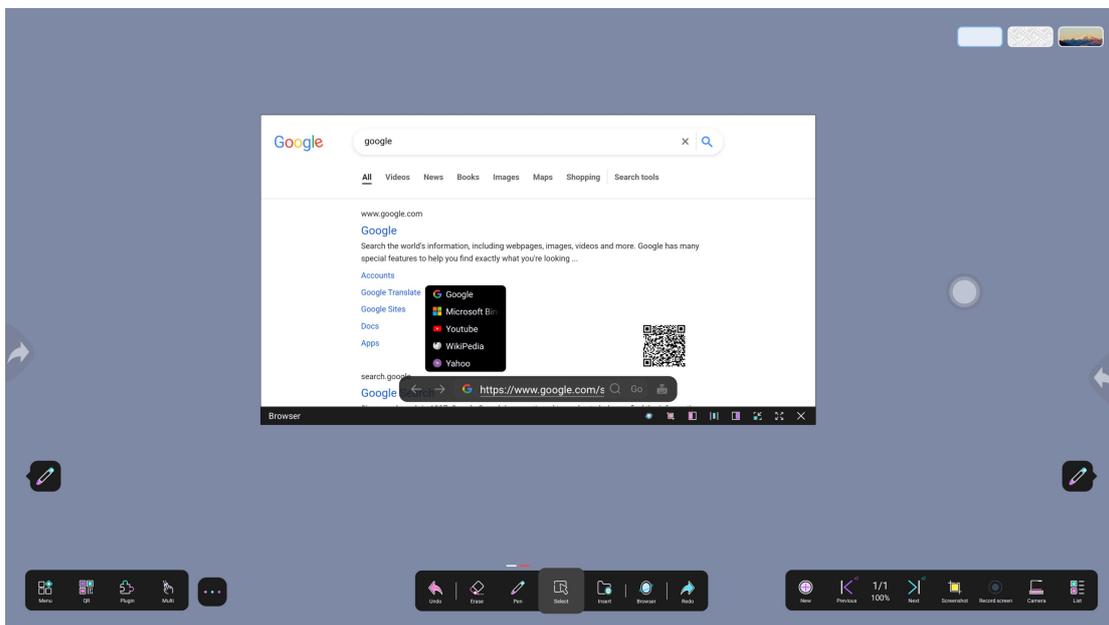
Supports inserting multiple files at the same time. Operation: Click Insert File

 and select  the type of image/video/document to be inserted.



10. 2. 1. Browser

Go to "Insert"  → "Browser"  to add searches from Google, YouTube, etc. Click  the icon to pop up the QR code and scan it with your phone to enter text to search

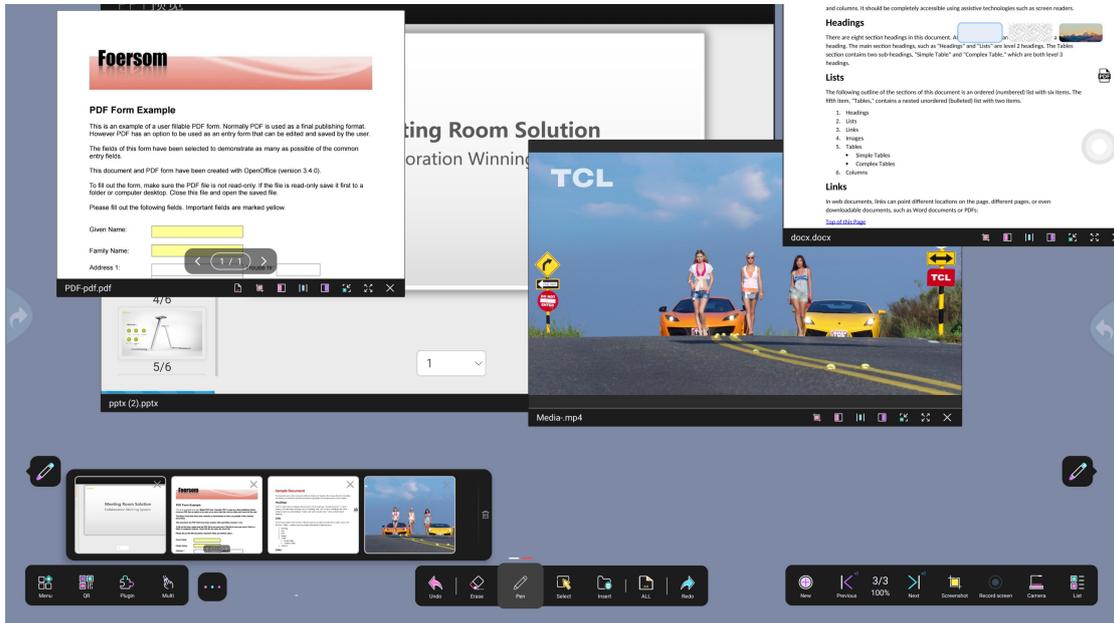


10. 2. 2. Introduction to the file multi-window function

Multi-window support for file preview, free adjustment of the window size around the four sides and four corners, clickable and movable title at the bottom, dragging the window by placing five fingers on the window content;

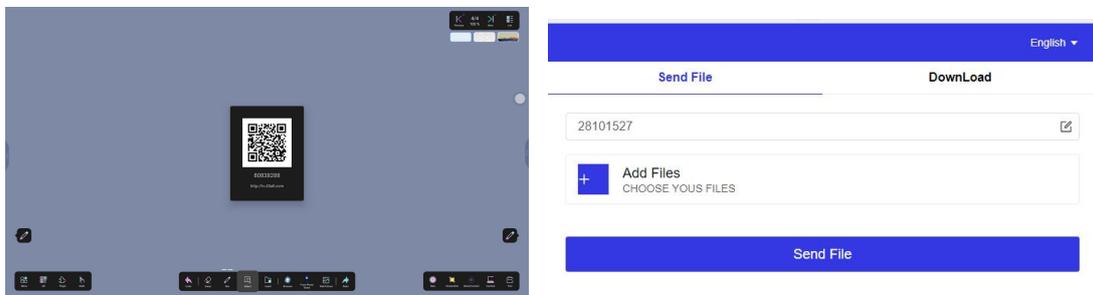
Multi-windows correspond to screenshot , left half screen , center half

screen , right half screen , minimize  (this item will put the file in the drawer ) , maximize , close functions 



10. 2. 3. From phone

Open the QR code through "Insert"  → "Form Phone"  and scan the QR code with your phone to upload files supported by kkfile



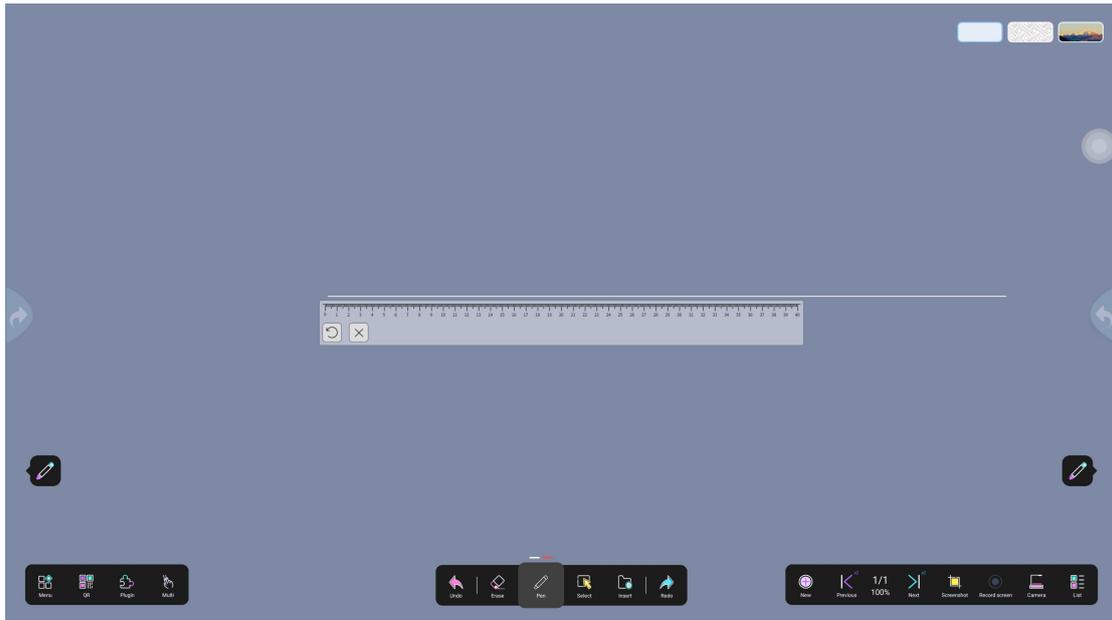
11.3.Insert signal source

Click the signal source to insert OPS, HDMI to view this interface

11.4.Subject Tools

11. 4. 1. Ruler

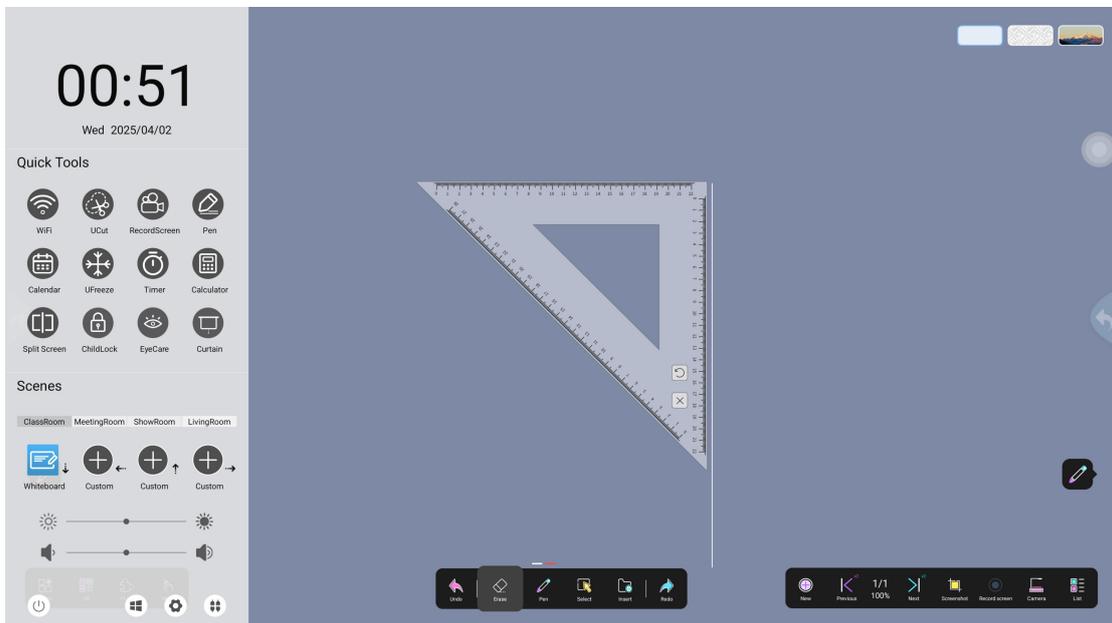
 Open the ruler and click the rotation button to rotate the ruler to change the ruler's tilt angle; move the writing pen near the edge of the ruler scale to draw a line; click the close button to directly close the ruler;



11. 4. 2. Set Square



Open the set square, click the Select button to rotate the ruler to change the inclination angle of the set square; click the Close button to directly close the set square; move the writing pen near the edge of the set square scale line to draw a line;

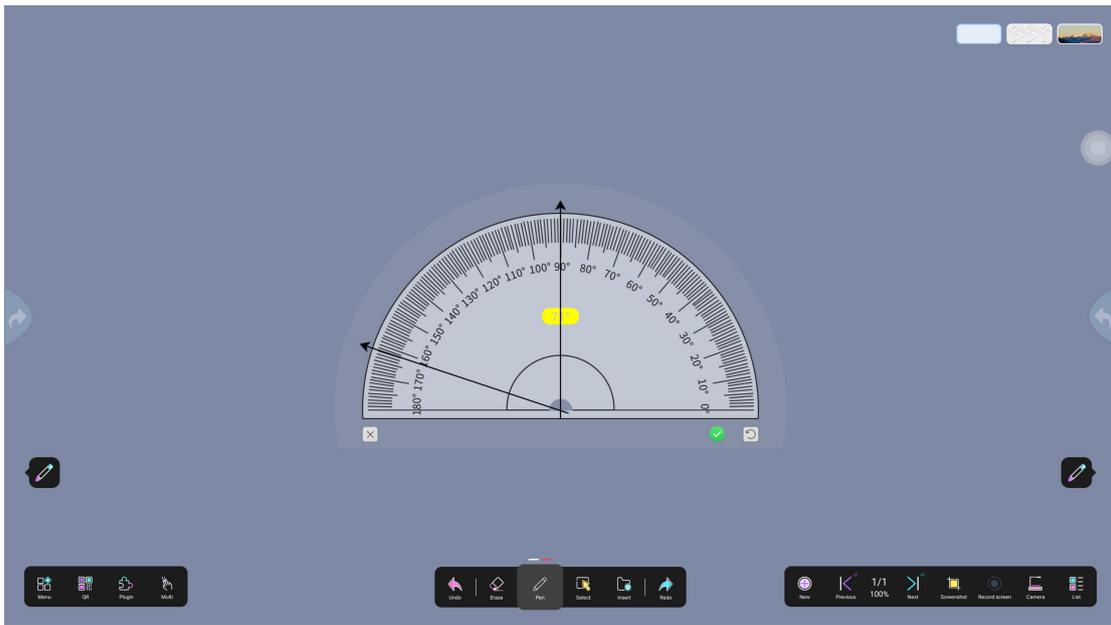


11. 4. 3. Protractor



Open the protractor and click the select button to rotate the protractor to change the tilt angle; move it to the appropriate position close to the arrow and click

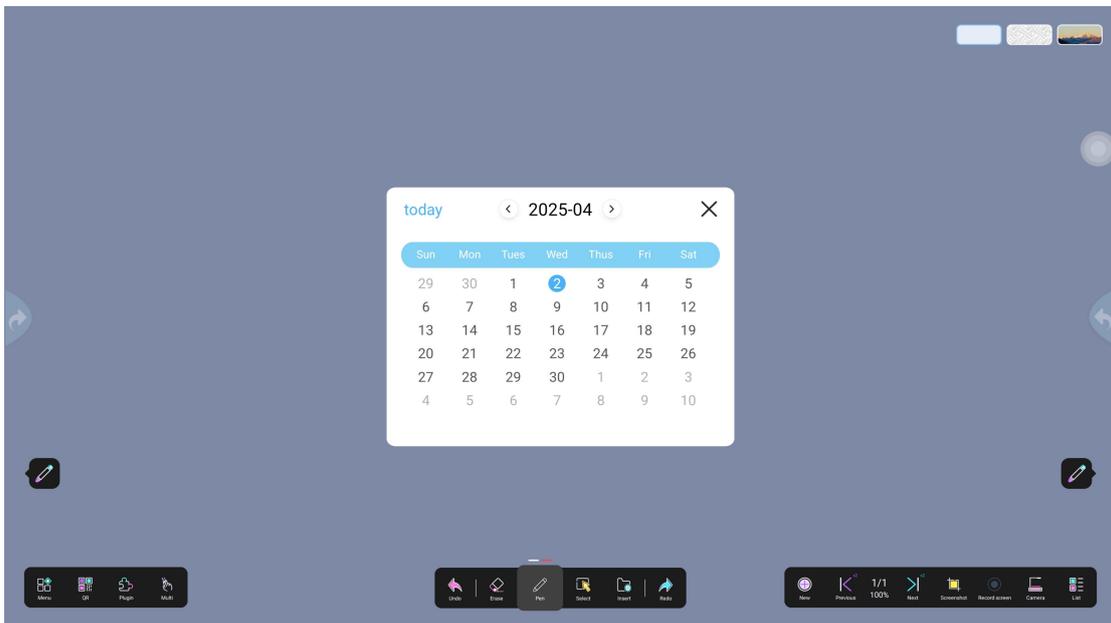
"√" to draw its angle diagram; click the close button to directly close the protractor;



11. 4. 4. Calendar



Click on the calendar to view the current date, and scroll up and down to view the date, as shown in the figure

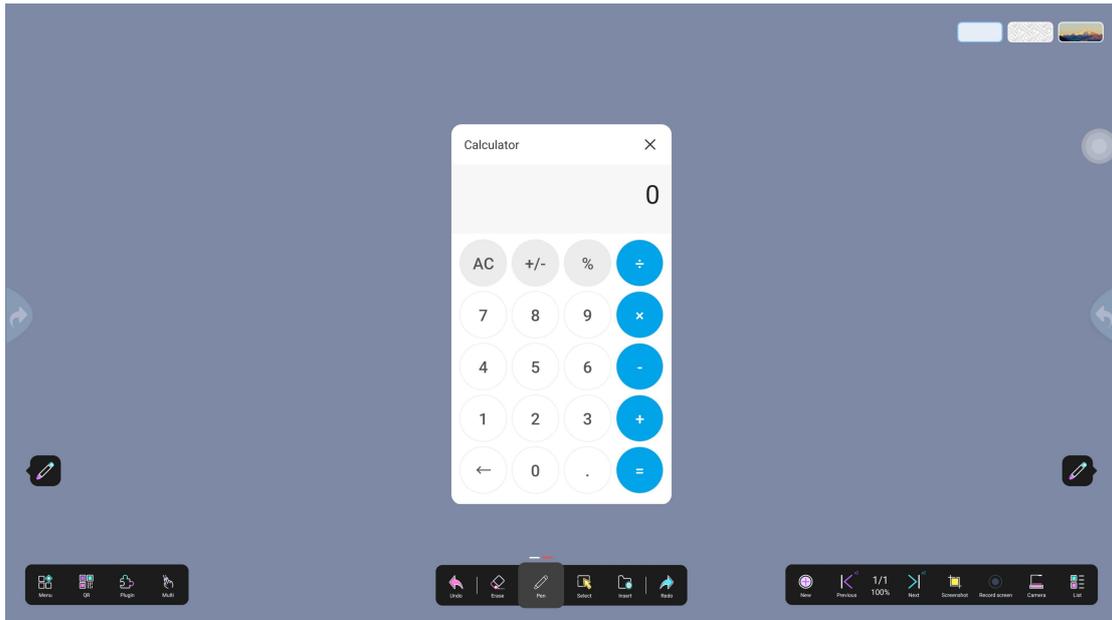


11. 4. 5. Calculator

+ -

× =

Click the calculator to perform common addition, subtraction, multiplication and division operations, as shown in the figure



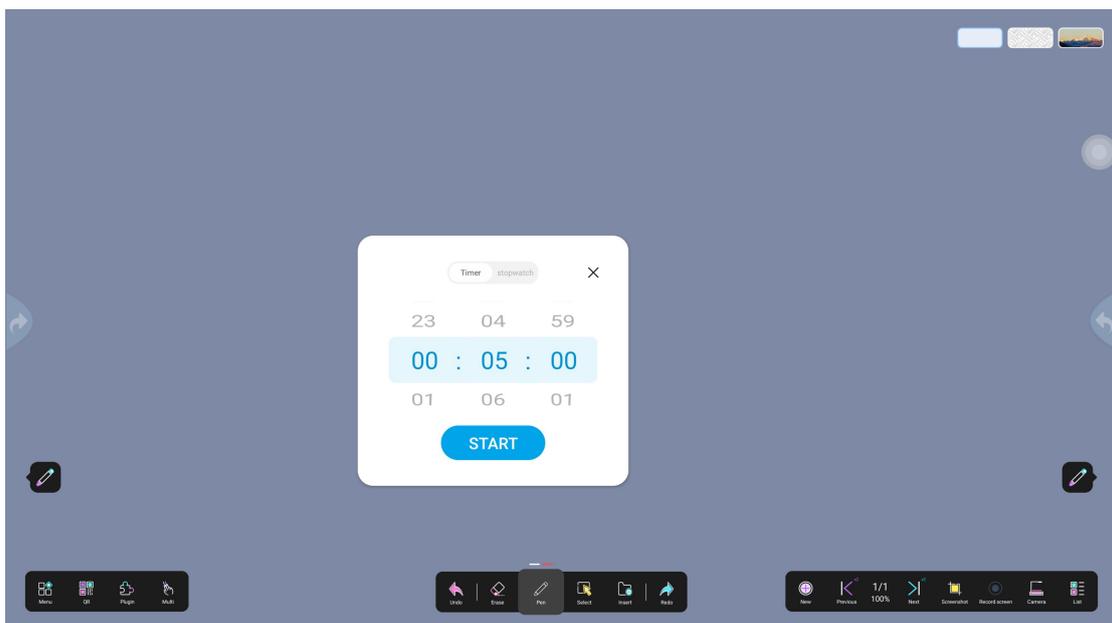
11. 4. 6. Timer



It includes timing and stopwatch functions; the timer is mainly a countdown tool, which triggers a reminder after the design time ends; the stopwatch is mainly a positive timing tool, which records the time interval from the start to the end, and supports pause and segmented timing, etc.

Set the countdown time>Start/stop the countdown; when the countdown is 3 seconds, there will be a sound reminder.

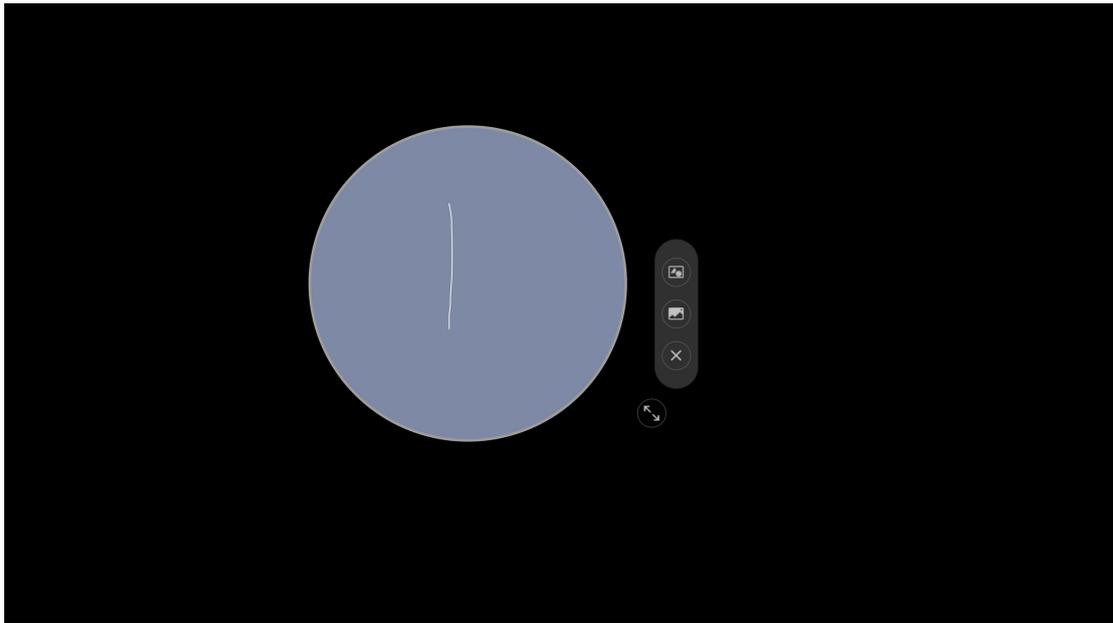
Start the stopwatch>Click the stop icon, pause the timing>Click the icon to clear the timing; switch to full screen, and tap to restore the small window.



11. 4. 7. Spot Light



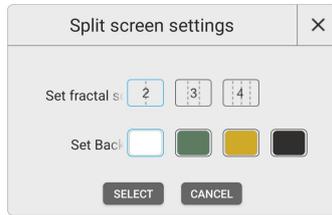
Click on the spotlight to enter the spotlight effect, click ① to set different spotlight icons such as triangle, circle, square, pentagon; click ② to set the color of the non-spotted area: such as black, red, blue, click the + sign to add any color, drag the progress bar to adjust the spotlight color; place one finger on ③, pull up to zoom out, pull down to zoom in; click ④× to turn off the spotlight, as shown in the figure



11. 4. 8. Multi-screen



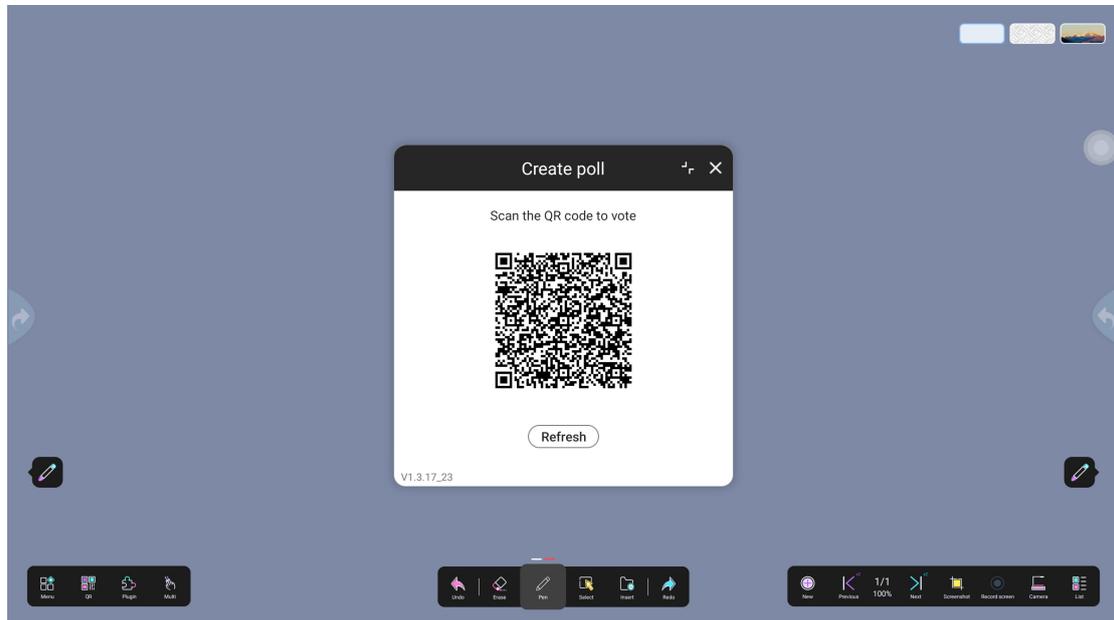
Click Multi-screen to set the number of split screens: 2, 3, 4; set the split screen background: white, green, yellow, black; click to confirm the application is successful, click Cancel to cancel the multi-screen application; the default number of split screens is 2, and the default color is white; as shown in the figure



11. 4. 9. Voting

 Scan the QR code to create a vote. After voting, the voter can export the result to the whiteboard

The creator ① scans the QR code with his/her mobile phone, ② creates a vote, as shown in the figure

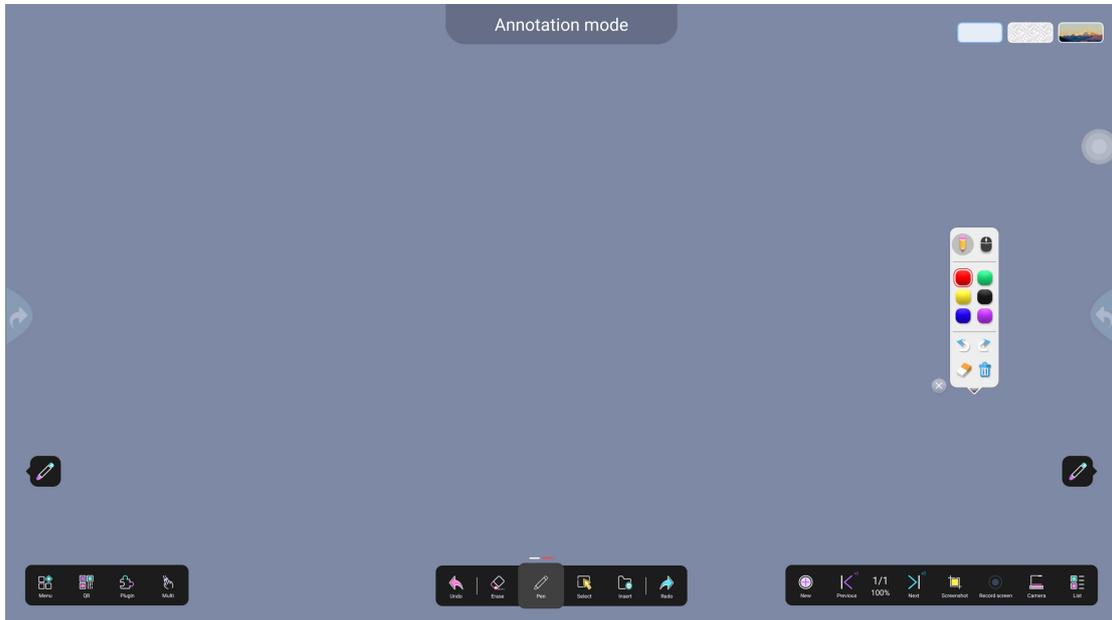


11. 4. 10. Annotation

Open the annotation for editing through the "Tools"  → "Annotation"  operation steps. Corresponding functions: switch color, set size; withdraw and restore; erase annotation content and delete; save annotation (save as a picture in

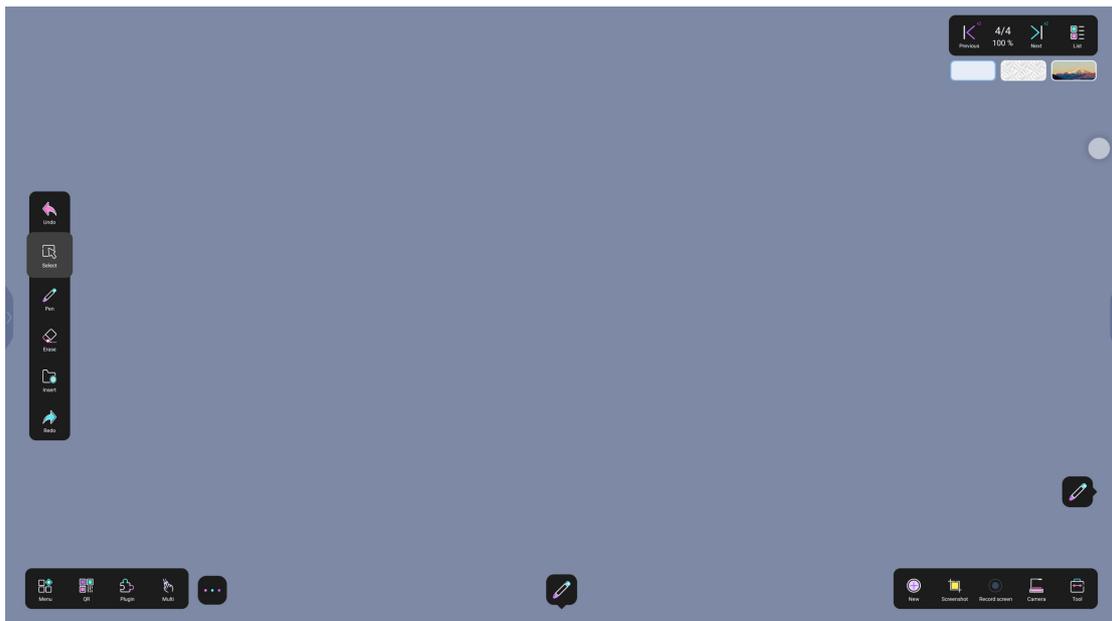
the default local storage or scan the QR code to save);

Note: You need to close the annotation to operate the whiteboard toolbar function



12. Switch toolbar

The default state is displayed in the middle. When the display is switched to both sides, click  the icon to restore to the default state; click  the icon to switch to the left display; click  the icon to switch to the left display;



13. New

Click " " to create a new page, list page +1, number of pages +1



14. Screenshot

13.1.Screenshot

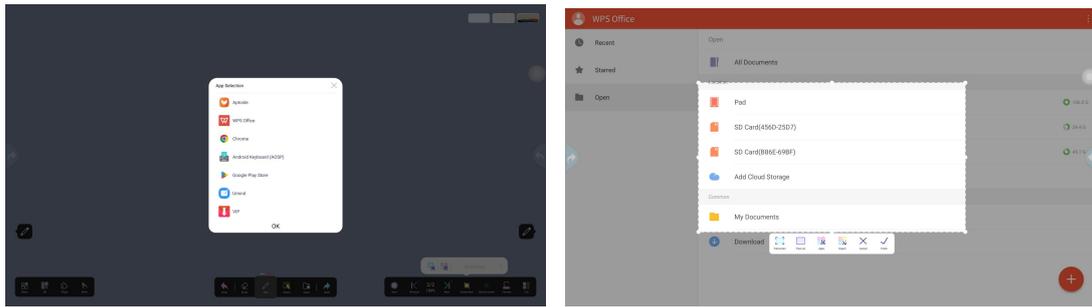
Click "Screenshot  " → "Current Screenshot ", capture any picture, click ✓ to save to local storage by default and embed it into the whiteboard; its functions are full-screen capture , custom screenshot , scan code to share , close ✕, save ✓;



13.2.Application screenshot

Click "Screenshot"  → "Application screenshot" , select the application, capture any picture, click ✓ to save to local storage by default and embed it into the whiteboard; its functions are full-screen capture , custom screenshot ,

scan code to share , close , save ;



15. Camera

展台功能:

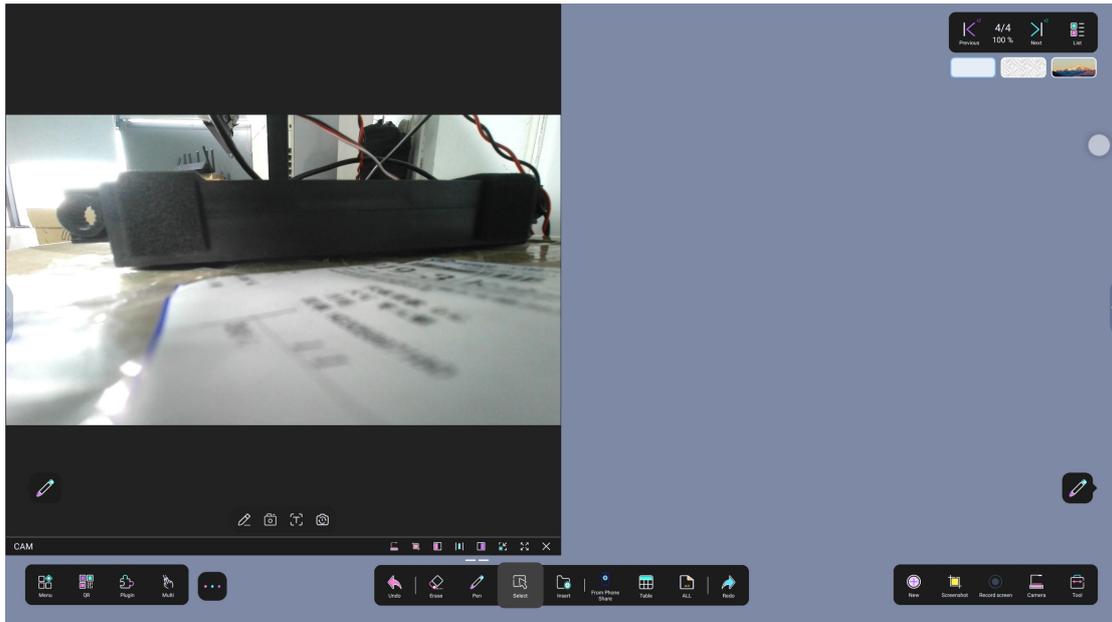
Booth function:

1. Click  , support annotation text in the camera.
2. Click  , support photo conversion and image insertion into UMind.
3. Click  , support the camera to recognize standard text and insert it into UMind.

4. Click  , support switching cameras.

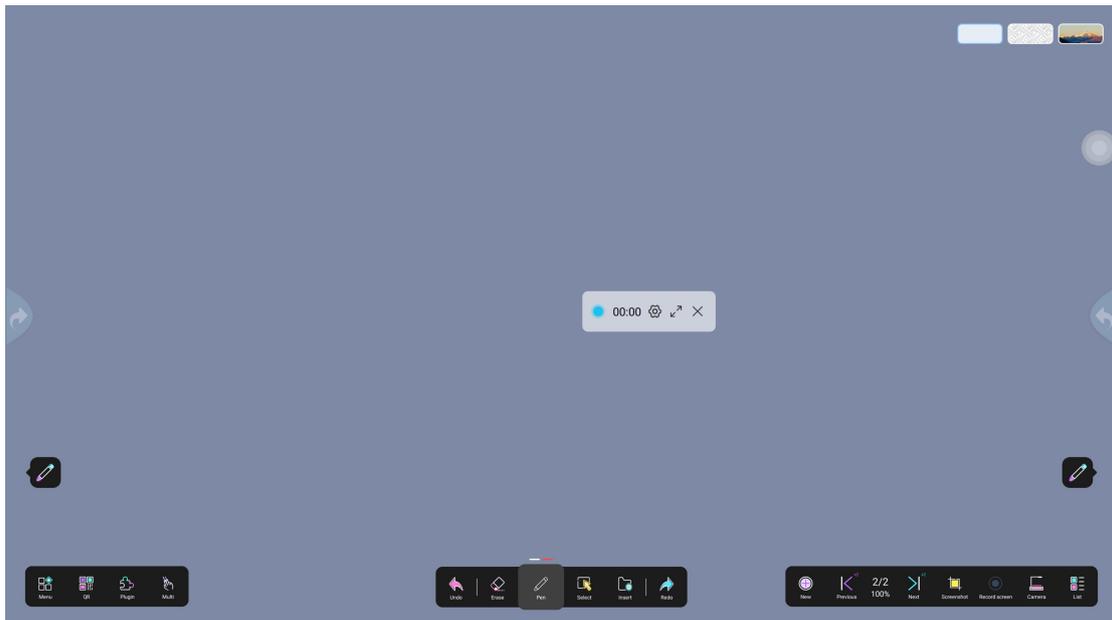
Toolbar functions:

1. Click  to hide the booth bar
2. Click  to take a screenshot and embed it in UMind
3. Click  to center the left half screen,  center the middle half screen,  center the right half screen
4. Click  to minimize, hide in the drawer, click to call it out
5. Click  to maximize the function to fill the screen without blocking the bottom toolbar
6. Click  to turn off the camera function

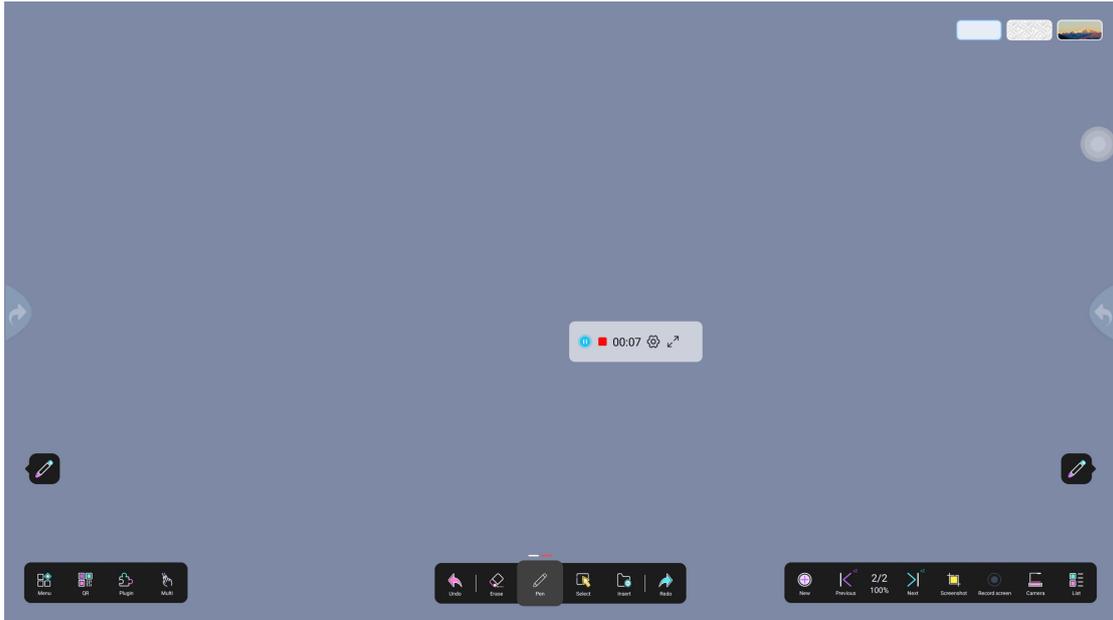


16. Urecord

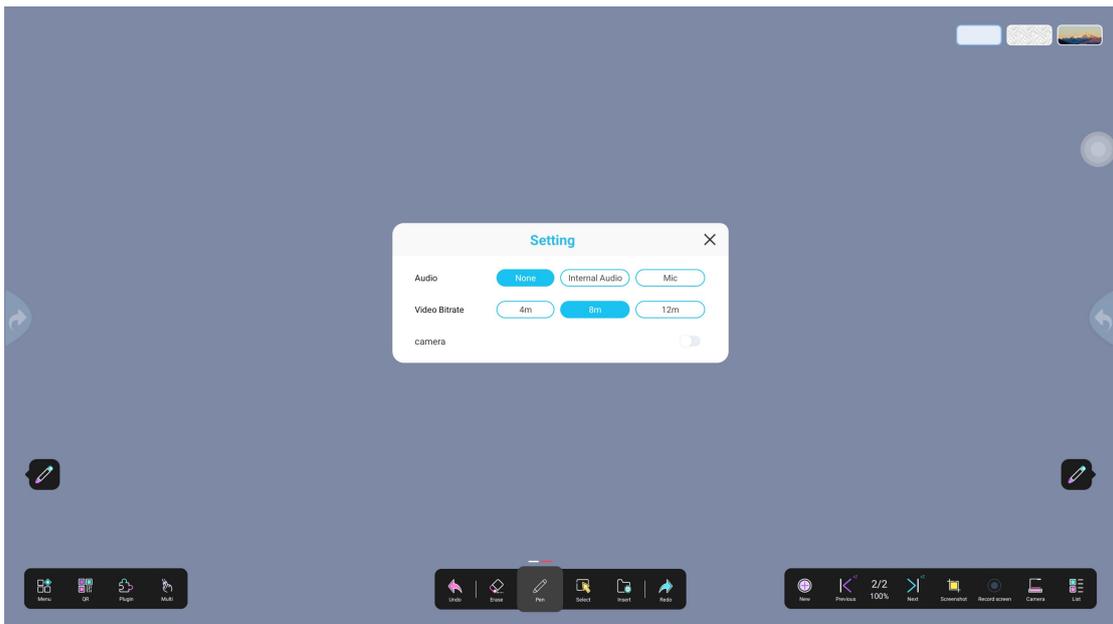
 Use urecord to record the current screen or externally, and support recording with up to two cameras at the same time



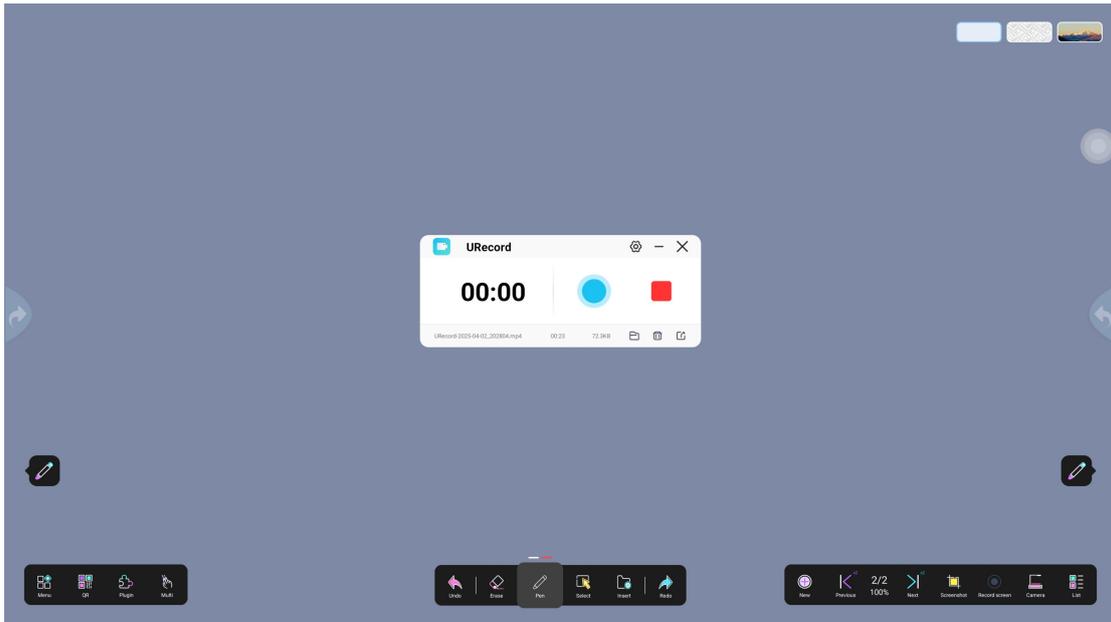
Corresponding functions: switch , set , maximize , close 



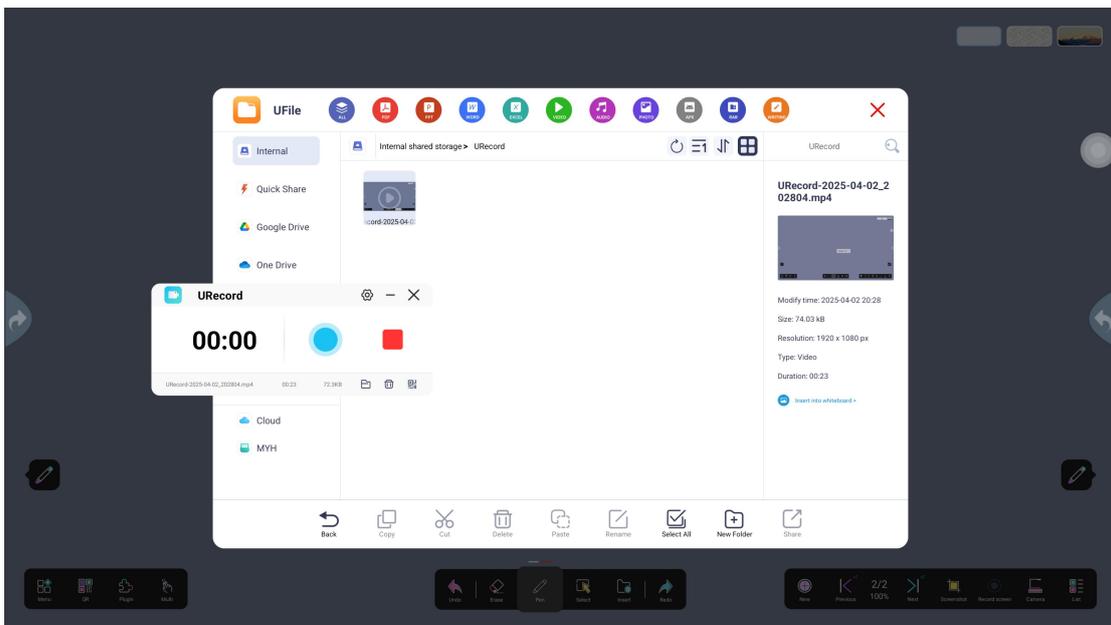
Settings  : Set the audio type, video bit rate, and multi-camera switching function



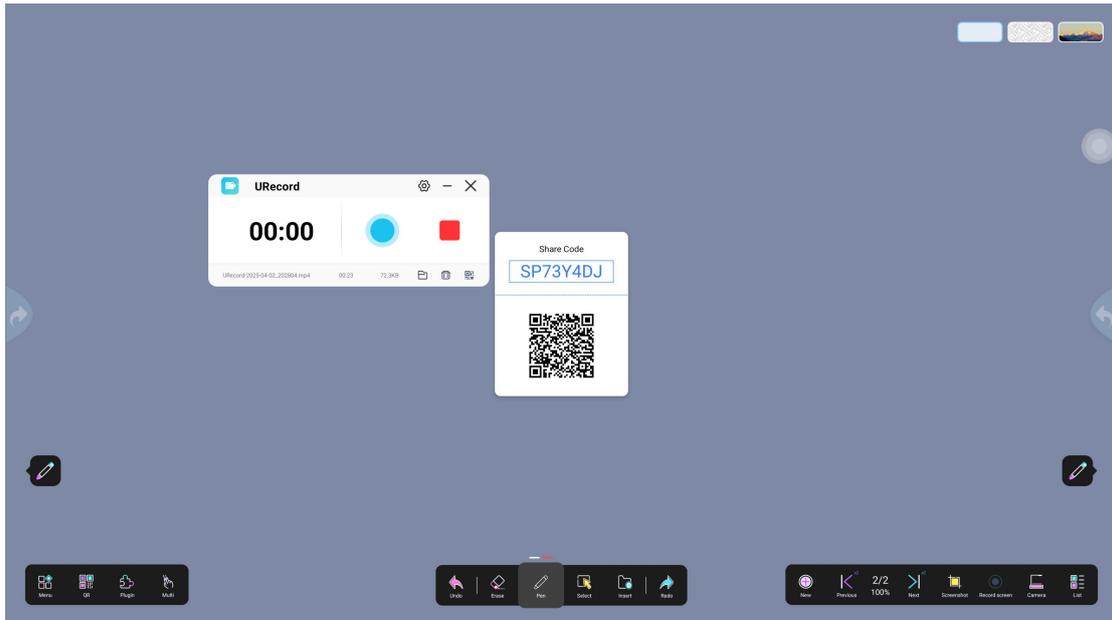
maximize  :



Locating Recording Files



share : Users can click the icon to scan the code to obtain the file video



Deleting Recordings  :

17. Background image

After setting the background, each newly created page can have the same theme background, so as to adjust the visual effect and layout. It supports pure color, graphics, pictures and background images uploaded by mobile phone and applied to current, all and new pages

17.1. Color background

 Switch the background color in the background color interface (the default color is gray) or click "" to add a custom picture from the color palette, click confirm, and the application is successful

17.2. Shape background

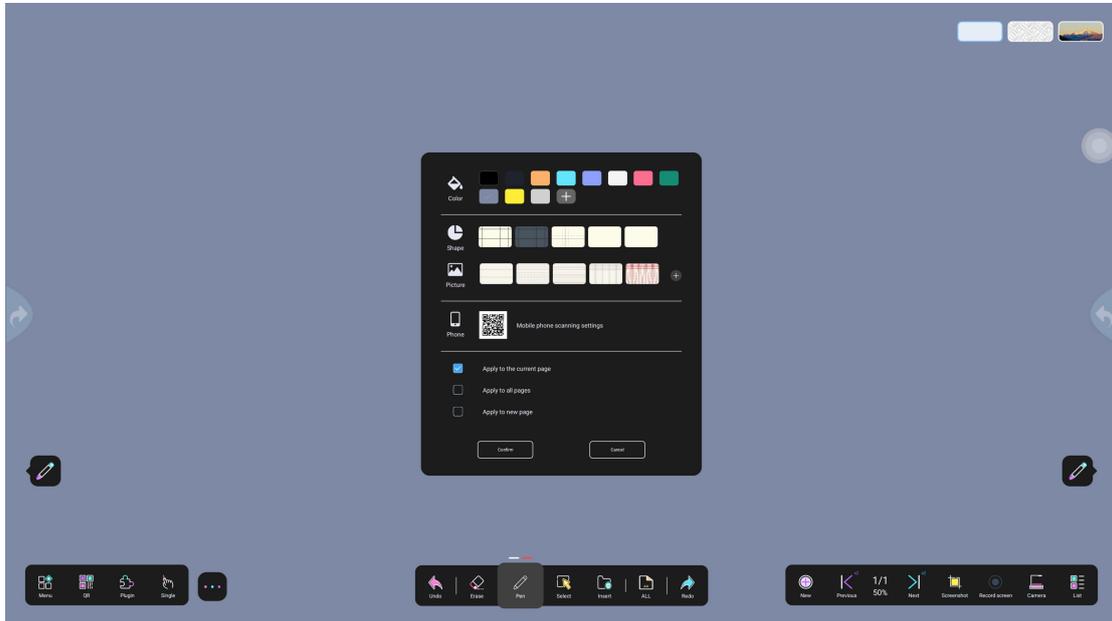
 Switch the background in the background graphics interface, click confirm, and the application is successful

17.3. Image background

 Switch the background in the image interface, click confirm, and the application is successful; users can select pictures from pictures and default browsers

17.4. Upload background with mobile phone

 Scan and select an image to upload with your mobile phone, and set the image as the whiteboard background



18. Page list

 Supports page turning with up and down buttons or page selection by sliding in the list. It can preview horizontally and vertically, delete pages, move pages, etc



18.1. Vertical/horizontal preview

Click the "List"  button to enter the page preview. You can slide up and down to view the page, adjust the page order and switch to a specific page. The corresponding page number and the total number of pages and the current page are displayed in the upper right corner, and you can click to switch to horizontal preview 



18.2.Move Page

To move a page, drag the corresponding page thumbnail to the new position. A bar will appear to show the new position of the page thumbnail, and the page will be renumbered

18.3.Delete

Click "X" to delete a single page, click the "Delete"  icon to delete all the remaining pages and keep only one page

