



Notability

<https://itunes.apple.com/us/app/notability/id360593530?mt=8>

Features	<ul style="list-style-type: none">-Create digital notebooks-Notes are searchable-Include pictures, voice recording, and insert PDF documents-Type or handwrite notes (handwritten notes are not searchable)-Organize notebooks by categories and subjects-Notes can be shared through email
How-To Notes	<ul style="list-style-type: none">-Create a divider to separate subjects (math, science, history, reading)-Create a subject within dividers to separate topics within subject (science subjects could be Variables, Mixtures and Solutions, Forces and Motion, and Environments)-Create a New Note by clicking on blue pencil in upper right hand corner-Notes can be organized and shifted around by clicking the Edit button
Classroom Integration Ideas	<ul style="list-style-type: none">-Science Notebooking-Social Studies Notebook-Independent Reading Log/Response Journal-Math Notebook-Language Arts graphic organizers-Running Records with Voice Recorder

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Helpful Hints

- When **creating a new note**, be sure students have selected the subject they want the note to be in before creating the note. If no subject is selected, the note will go into the subject that was selected (see the title at the top of the page) or go into Unfiled Notes.
- **Importing documents:**
 - o PDFs can go directly into Notability (will go on a separate page from rest of notes)
 - o Word Documents- open in Pages (app) then open in Notability as a PDF
 - o PowerPoint- open in Keynote (app) then open in Notability as a PDF
- **Pen/Highlighter Tool:** To change the thickness of the line or to change the color, hold down the pencil or highlighter and the options will appear.
- **Scissors Tool:** you can select (circle) annotations (not text) to delete or move them to another place and to change the color or line thickness
- **Scrolling up and down:** be sure the text option “t” is selected, or use two fingers to scroll when in any other mode
- **Recordings:** To delete unwanted recordings, click on the play button (triangle) and click the recording symbol, then edit, red circle, and delete
- **Pictures:** To edit a picture, select the picture (the text option “t” must be selected) and click edit. You can add drawings, shapes, lines, and text to a picture from the first option. The second option allows you to change the colors of the inside of the shape and the outline. The third option allows you to change the thickness of the line. The fourth option allows you to crop the photo.
- **Stickies:** Great for adding a graph or text boxes. Click on plus sign “+” and choose stickies. If students will be typing, be sure students choose a typing sticky. Grid stickies are good for graphs. The background of the stickies can be changed by tapping on the sticky and choosing paper.
- To **select and move any object** you must be in text mode
- To **share a note**, go to the “bookshelf” and tap the box with the arrow. Select the notes you want to share. Tap the box with the arrow again and you can email the notes. When you select email, you will be given options. If you just want a copy of the notes, PDF is fine. If students are sharing notes and they are going to make them their own, click on PDF and change the type to Note. This will allow students to edit the note once it is on their iPad. You can also choose to keep the paper background or to include the recordings.
- To **arrange the notes** on the “bookshelf”, tap edit. This will allow you select the note and drag it the correct subject. To move a subject into another divider, drag the subject on the three lines. Tap done when finished.