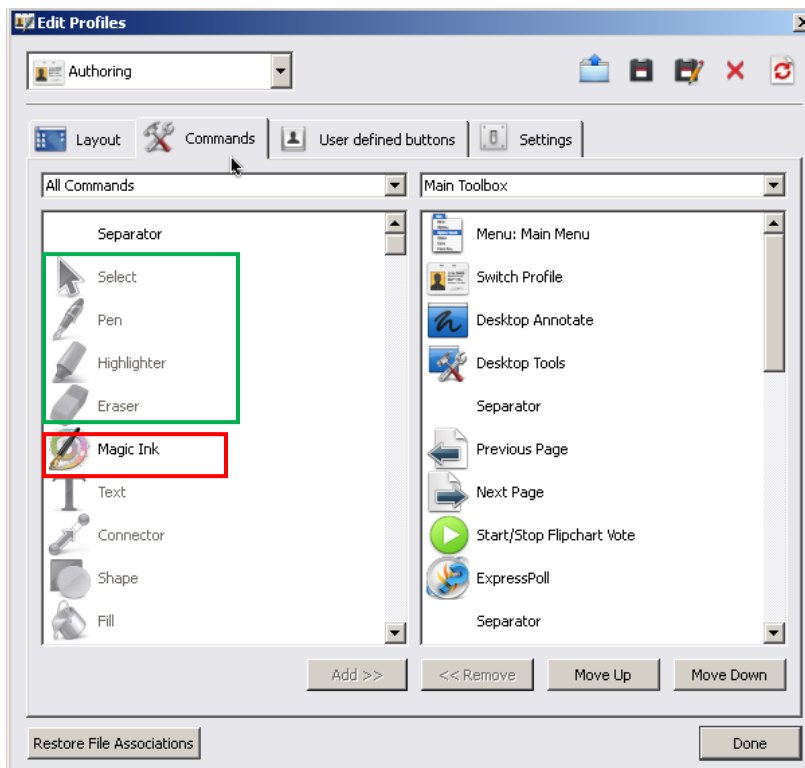
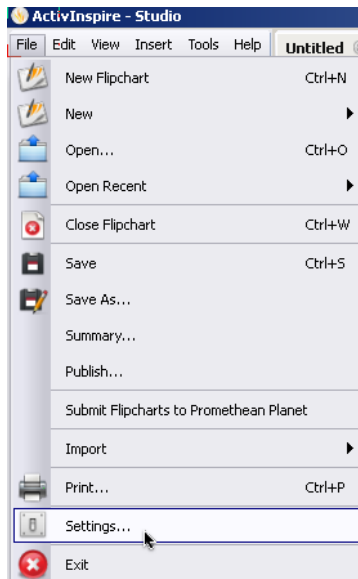


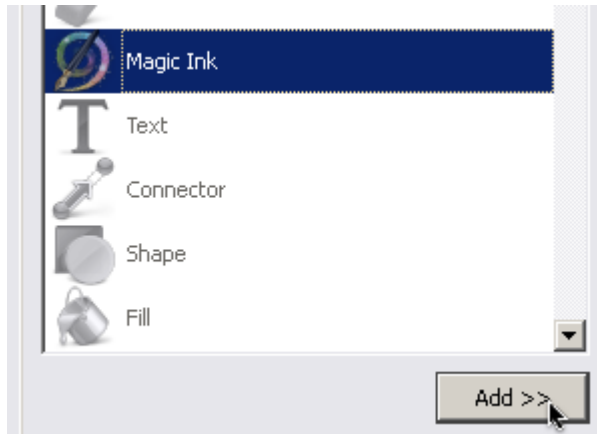
Adding Commands to your Main Toolbox in ActivInspire

1. Open ActivInspire and close the Dashboard.
2. From the File menu, choose Settings, then click the Commands tab

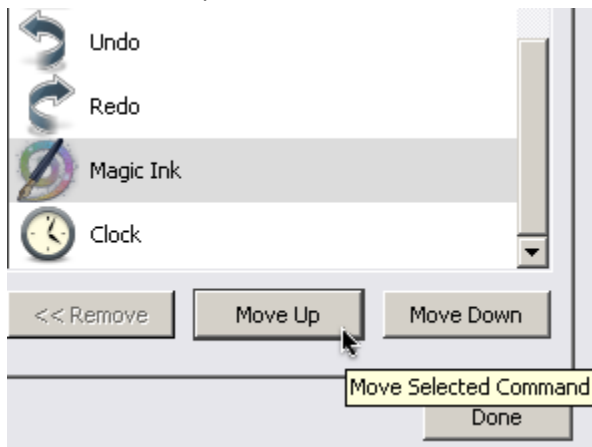


On the left, you will see a list of command options. Commands that are grayed out (green box above) are already in your Main Toolbox . Commands that are still available are in color (see red box above). As you can see, **Select**, **Pen**, **Highlighter** and **Eraser** are already in my Toolbox but **Magic Ink** is not.

3. To choose a new command, click on it, then click the Add button. It will be added to the bottom of your Toolbox.



4. To move a command up or down in your Toolbox, click on the command you wish to move and click the Move Up or Move Down button until the command is where you want it.



Click Done when finished.