

## NovaMind Presenter Quick Help

### Keyboard shortcuts:

To start the presenter in window mode (instead of full screen), hold down the  $\text{⌘}$  (option) key when starting the presentation.

#### Slide Presenter:

- Exit Presenter: Press  $\text{⌘}$  (escape), or **Q**, or  $\text{⌘}+$ . (command-period)
- Next Slide: Spacebar,  $\rightarrow$  (right arrow), or  $\text{↵}$  (return), or **N**, **Enter**, or **Page Down**
- Previous Slide:  $\leftarrow$  (left arrow), or **P**, or **Page Up**
- Show Slide Selector: +, or -, or =, or type any number to select that slide number (based on the non-hidden slides). To select a slide, use the arrow keys, then  $\text{↵}$  (return) to choose that slide.
- Hide the presentation by showing a black screen: **B** – press any key or click to resume the presentation.
- Hide the presentation by showing a white screen: **W** – press any key or click to resume the presentation.
- Delete the last drawn line on the presentations:  $\text{⌫}$  (delete) or **Backspace**.
- Clear any drawing that you have done on the screen: **C**.
- Show the Presenter help: **?** or **/**. Press any key or click to resume the presentation.

#### Walkthrough:

- Exit Presenter: Press  $\text{⌘}$  (escape), or **Q**, or  $\text{⌘}+$ . (command-period)
- Next Topic: Spacebar, or  $\text{↵}$  (return), or **N**, **Enter**, or **Page Down**
- Previous Topic: **P**, or **Page Up**
- Select another topic: Use the arrow keys to select a different topic just as you would if you were not using the Presenter.
- Next Mind Map (when there are multiple Mind Maps in the document): Press **]** or **}**.
- Previous Mind Map (when there are multiple Mind Maps in the document): Press **[** or **{**.
- Hide the presentation by showing a black screen: **B** – press any key or click to resume the presentation.
- Hide the presentation by showing a white screen: **W** – press any key or click to resume the presentation.
- Delete the last drawn line on the presentations:  $\text{⌫}$  (delete) or **Backspace**.
- Clear any drawing that you have done on the screen: **C**.
- Show the Presenter help: **?** or **/**. Press any key or click to resume the presentation.

#### Edit Mode:

- Exit Presenter: Press  $\text{⌘}$  (escape), or  $\text{⌘}+$ . (command-period)

### Mouse Shortcuts:

#### Slide Presenter:

- Advance to next slide: Click on the slide, or the right arrow button on the controls.
- Go to previous slide: Click on the left arrow on the controls at the bottom left of the screen.
- Select a topic to highlight it: Double click the topic.
- Add another topic to the highlighted topics: Shift-double click the topic to add.
- Deselect the highlighted topics: Double click the background.
- Draw lines on the screen: Click and drag to draw. You can add as many lines as you like.

#### Walkthrough:

- Advance to next topic: Click on the right arrow button on the controls.
- Go to previous topic: Click on the left arrow on the controls at the bottom left of the screen.
- Select a topic to highlight it: Click the topic.

### Apple Remote:

#### Slide Presenter:

- Advance to next slide:  $\blacktriangleright$  **||** (play/pause) button, or  $\blacktriangleright$  (forward) button.
- Go to previous slide:  $\blacktriangleleft$  (rewind button).
- Show slide selector: **Menu** button. When the slide selector is showing, use the  $\blacktriangleright$  (forward) and  $\blacktriangleleft$  (rewind button) to select the slide, and the  $\blacktriangleright$  **||** (play/pause) button to show that slide.
- Zoom in: Press and hold the **+** button.
- Zoom out: Press and hold the **-** button.
- Switch to Walkthrough mode: Press and hold the **Menu** button.

#### Walkthrough:

- Advance to next topic: **Play/Pause** button.
- Select a different topic: Use the **+**,  $\blacktriangleright$ , **-**, and  $\blacktriangleleft$  buttons to navigate as you would when using the arrow keys.

- Switch the walkthrough to the next Mind Map in a multiple Mind Map document: Press and hold the ►► button.
- Switch the walkthrough to the previous Mind Map in a multiple Mind Map document: Press and hold the ◄◄ button.
- Zoom in: Press and hold the + button.
- Zoom out: Press and hold the – button.
- Switch to Edit mode: Press and hold the **Menu** button.

**Edit Mode:**

- Zoom in: Press and hold the + button.
- Zoom out: Press and hold the – button.
- Switch to Slide Presenter mode if slides have been defined, or to Walkthrough mode: Press and hold the **Menu** button.