Using Windows Ink workspace

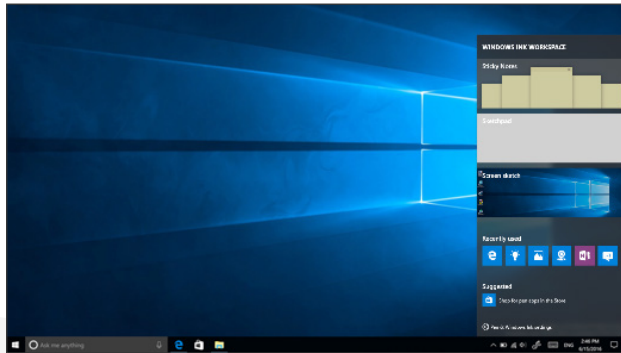Jot sticky notes, sketch, and draw on screenshots with your finger or pen in the Windows Ink Workspace, a built-in feature of Windows 10.

Show the Windows Ink Workspace Button:

- Right-click an empty area of the Taskbar with your mouse.
- Check the Show Windows Ink Workspace Button option from the menu.
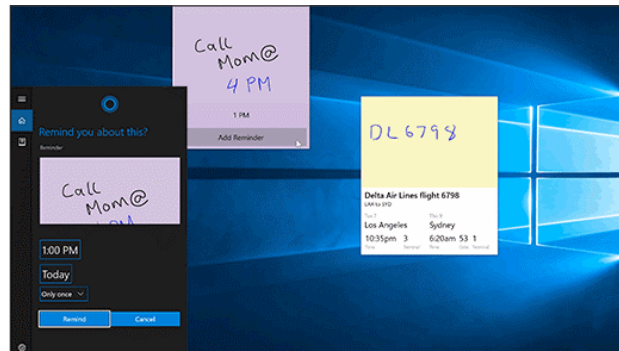
Turn on Windows Ink Workspace:

- Tap the Windows Ink Workspace button on the bottom taskbar.
- From here, you'll see Sticky Notes, Sketchpad, and Screen Sketch options.

Set reminders and more with Sticky Notes:

Windows Ink Workspace works with Cortana to make Sticky Notes even more useful. Jot down reminders, doodle away, or note your next big idea.

- Make a new Sticky Note by selecting "Add Note".
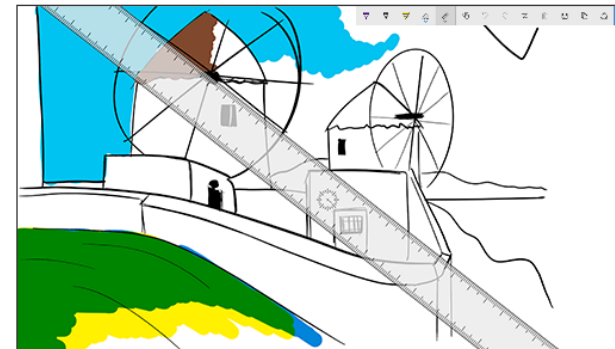- Drag it around your screen, and change its size and color by selecting "More".

- Write a reminder like "Call Mom at 4 PM," select the text in blue, and then add a reminder. Cortana will remind you later.
- Make a note with a flight number, and she'll use it to track your itinerary.

Sticky notes can help you keep track of all kinds of things, such email addresses, home addresses, stock info, phone numbers—you name it.

Draw in the Sketchpad:

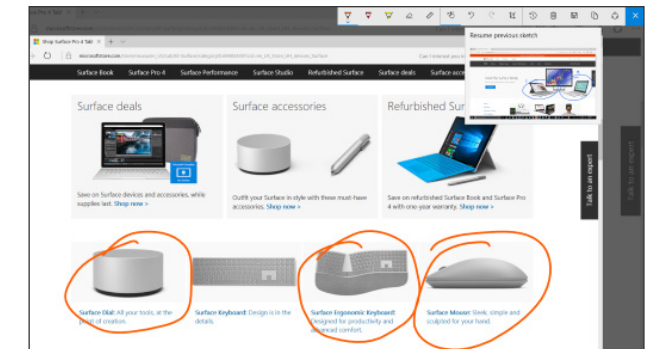The sketchpad is a blank slate for you to draw whatever you want.

- Choose your writing instrument, including a ballpoint pen, pencil, or highlighter.
- Use Stencils—including a ruler or protractor—to guide your lines.
- Change the size of your brush strokes even as you draw them.
- If your hand slips, make fixes with different erasers.
- When you're done, share it, copy it, or save it .

Add notes to screenshots with Screen Sketch:

Open screen sketch and draw on whatever you're doing on your PC at that moment, or resume a previous screen sketch.

All sketchpad tools are here, from Stencils to line width to sharing and exporting.

All of these great Windows Ink Workspace features are available on your TRUTOUCH display!