

## CLONE A NOTEBOOK PAGE OR IMAGE

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Cloning is the process of making an exact copy of an image or a page in the Notebook software. To complete this process follow the steps below.

### Clone a Page

- ✦ Click the page image in Page Layout for the page that is to be cloned.
- ✦ Do one of the following:
  - ✦ Click **Edit** on the **Menu Bar** and then select **Clone**.
  - ✦ Click the list arrow on the right side of the page image and then select **Clone**.

### Clone an Image

- ✦ Click the image that is to be cloned.
- ✦ Do one of the following:
  - ✦ Click **Edit** on the **Menu Bar** and then select **Clone**.
  - ✦ Click the list arrow on the right side of the image and then select **Clone**.