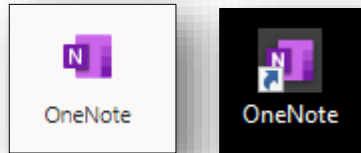


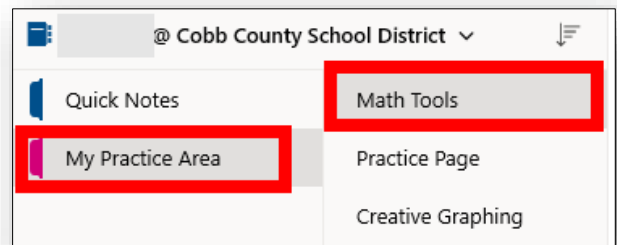
How to Draw in Microsoft OneNote

These directions will show you how to draw in Microsoft OneNote using the Draw Tool.

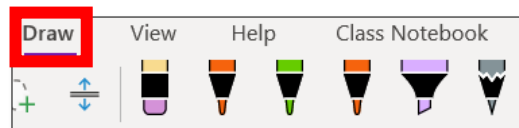
1. Navigate to your **OneNote Notebook**.



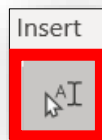
2. Open the page where you want to add drawings or write.



3. Click the **Draw Tab**.

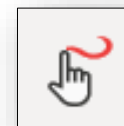
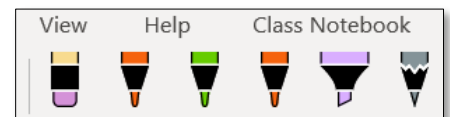


4. Click the **Insert** icon.



5. Select the **pencil** or **pen** or select the **highlighter**.
Click the **eraser** to erase.

Note: You can draw with your mouse or your finger on screens with touch-enabled devices.



6. Change the color, design, or line thickness of the pen, pencil or highlighter by clicking the **arrow** in the bottom right corner of the pen, pencil or highlighter.

