Part 3: Using Collection Figures

Lists
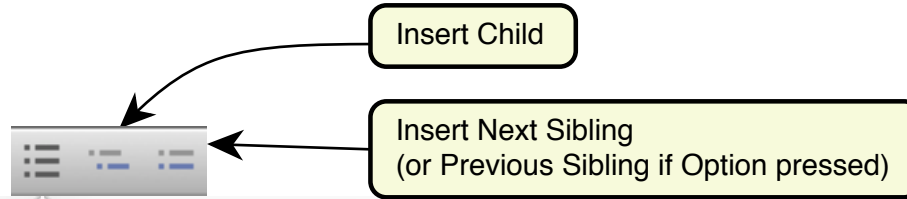
Insert Child

Insert Next Sibling
(or Previous Sibling if Option pressed)

List	Siblings	Children

LAYOUT

Format   1., a., i.   ⬍

☐ This level uses a custom number format

Prefix   Bullet   Suffix

Apply Default Style To Selected Branch

OPTIONS

Show List Title   ⬤

Allow Expanding/Collapsing   ⬤

A Simple List

1. Just a few items in this list.
2. Like other figures, lists support different styles, too.
3. This list has numeric enumerators.

Hierarchical Check List

▼ 1. These list items contain child items.
  a. ⦿ They can have checkmarks as well.
  b. ⦿ Which is good for making to-do lists.
  c. ⦿ Press Tab or Shift-Tab to indent/outdent.
2. Lists can contain any type of basic figure including images, documents, and more.