



- Enter
- Insert, Tab, Ctrl + Enter
- Select topic / + red - yellow ring, Insert / Branch
- Layout / Smart Layout - Clean Up, Home / Clean Up
- Layout / Spacing - Auto Condense
- Layout / Smartlayout off (unlimited levels)
- Design / Branch or Freehand, Layout / Control Points
- Select branch / ... menu / drag & drop, copy or cut / paste
- Right side bar Outline, same order as map, drag & drop is working
- Drag with left mouse button
- Select branch / ... menu / Draw Arrow
- Select branch / Insert / Image - Icon library, right side bar Images & Icons, click to resize >=1px
- Select background / Insert / Image or Emoji
- Design / Left styles, Design / Fonts, Colors,... / Create new xxx option, <= level 8
- Design / select a style, Design / (2nd group Colors, Fonts, ...)
- Design / Fonts & Colors (resets all topics)
- Changing branch color & shape resets sub branches  
click branch / use format popup: Color & Shape  
(if File/Options/View/Show formatting pop-up ON or View/Show&Hide/Formatting pop-up ON)
- Layout / Smart Layout & Clean Up, Home / Clean Up
- Branches in subtopics follow color
- Select branch  
Right side bar Format, Branch (tab above) / Formatting & Design  
or use format popup  
(if File/Options/View/Show formatting pop-up ON or View/Show&Hide/Formatting pop-up ON)
- Layout / Control Points, Shift click: add /remove points, drag points, Design / Branch or Freehand
- Select branch / ... menu / Boundary  
right click branch / Format / Cloud
- Drag branches as desired
- Insert / Notes, right side bar / Notes, right click / Insert / Notes
- Right side bar / Tags, Filter: On
- Select central topic / Home / Copy, Ctrl + c
- File / Open
- Select topic / Home / Paste, Ctrl + v
- File / Export & Share / OPML,  
Home / Share / OPML
- File / Export & Share (= Home / Share)  
/ Document / PDF or / Image / Export / PDF  
File / Print / use a PDF printer
- Home / Find, Ctrl + f
- Use Tag filter
- Home / Mind Map / Time map / Status (none, red, yellow, green, completed), Home / Project
- View / Show & Hide (Tasks: Project or Time map)
- Home / Mind Map / Time map - Home / Project
- Home / Mind Map / Time map - Home / Project
- Home / Presentation, with sliding map effect
- Right side bar / Flowchart

Smartlayout = automatic placement topics  
 Freehand = draw unlimited curved branches  
 Control Points = movable points inside curves branches

Interesting  
 Design / Image / add background image,  
 =right click background / Add - Clear background image  
 Layout / Grid  
 Home / Area  
 Home / Mind Map / Radial