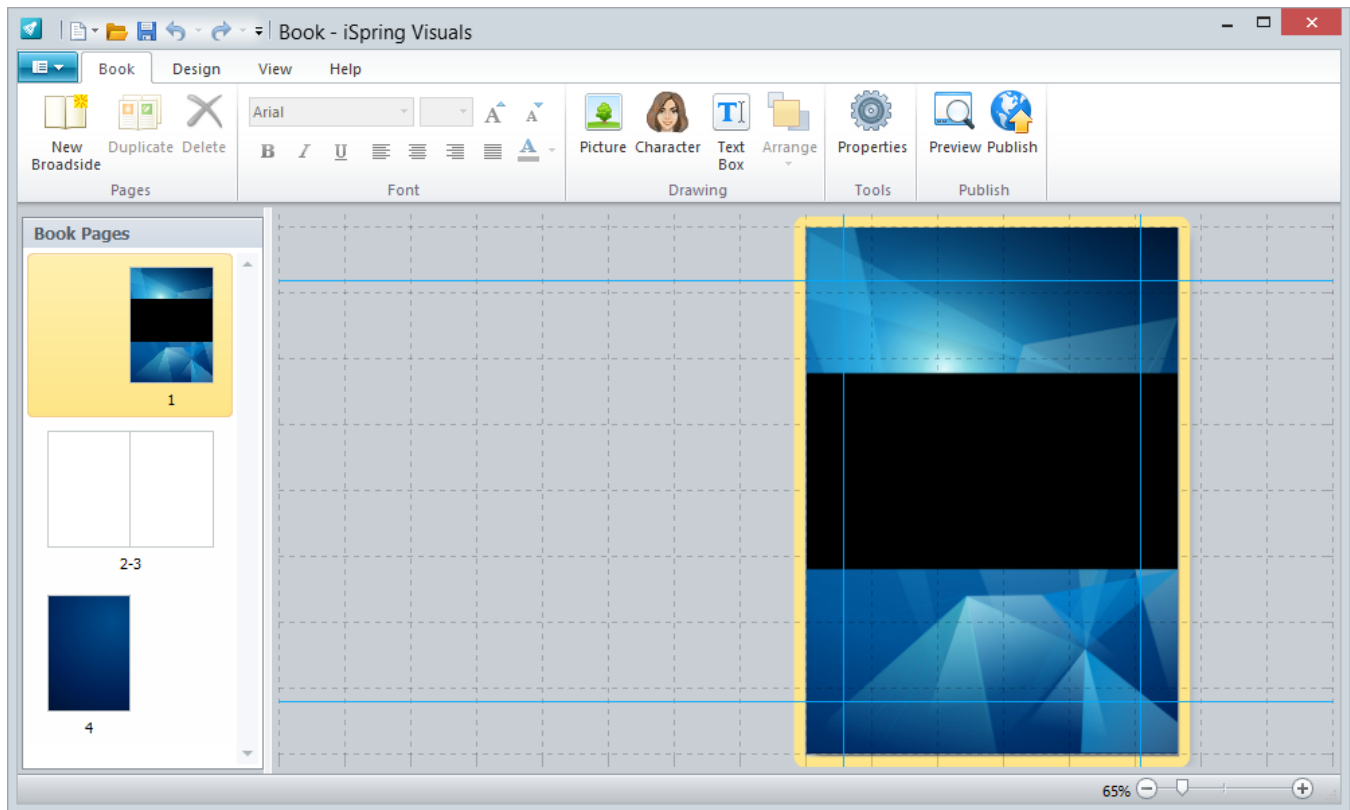


# Managing Pages

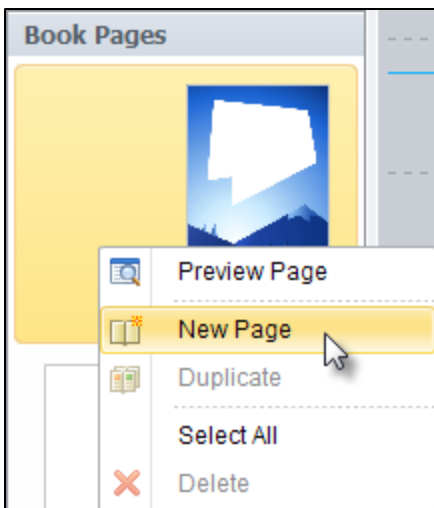
When you open a new book, it already contains a face cover, one broadside, and a back cover.



- [Adding a Broadside](#)
- [Deleting a Broadside](#)

## Adding a Broadside

- Click **New Broadside** on the toolbar.
- or
- Right-click any place in the **Book Pages** menu and choose **New Page** in the contextual menu.



A new broadside will be added under the selected broadside in the Book Pages pane. You can move pages up and down in this list by dragging them.

## Deleting a Broadside

1. Select a broadside, which you want to delete, on the **Book Pages** pane.  
**Note:** To select several items, click them while holding down the **Shift** or **Ctrl** button.
2. Press the **Delete** button on your keyboard  
or  
Right-click the selected broadside or several broadsides in the **Book Pages** menu and choose **Delete** in the contextual menu.

