

Duplicate & Delete

Duplicate and delete, both found under the **Edit** menu, are similar to cut, copy and paste, however, they **DO NOT EFFECT THE CLIPBOARD**.

After using delete or duplicate the clipboard will still retain the last cut or copy you made.

However, if you copy a page and then delete it, you will no longer be able to paste it.

You may also duplicate a picture, movie, text box or hot spot by holding down the option key while you drag the item.