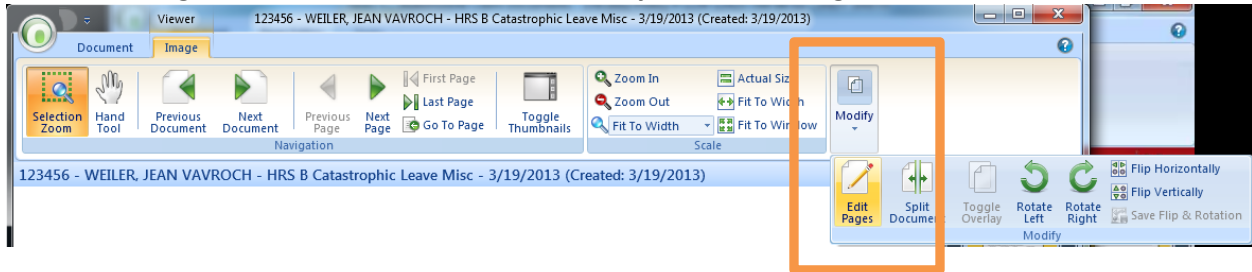


Edit Pages of an Image Document in Unity 12

Unity 12 has a new **Page Editor** tab that allows users to rotate, reorder, add and delete pages of image documents. What options users see is based on their permissions.

Launching the Page Editor

- Log into the OnBase Unity client
- Open a multiple page Image file
- Select the **Image** tab there is a section labeled **Modify**. Select **Edit Pages**.



- The red ribbon indicates the image document is in edit mode.

Rotate, Reorder, Add and Delete Pages



- Click the **Rotate Left** or **Rotate Right** buttons if the page orientation needs to be adjusted.
- Highlighting a page's thumbnail and selecting **Delete** will delete the selected pages.
- Selecting **Browse** allows a user to add additional pages.
- Once all editing has been done be sure to elect **Save!**