



# Using Smart Review Mobile Viewer

When you use a mobile or tablet device and browse InSite Creative Workflow on a Web browser and open a file, the file is opened in the Smart Review Mobile Viewer. The viewer has limited functionalities but still allows you to view (zoom and rotate) files, add annotations and set status.


## Viewing files

- Click the **Files list** button, , to show the list of elements in the same location or the task elements in the task. To open a file, from the list that appears, select a file.


## Rotating and zooming in and out on files

- Click the **Rotate** button, , to rotate a file 90° clockwise each time.
- Pinch the canvas area with two fingers to zoom in and out on a file.


## Adding annotations

1. Click the **Annotations** button, , to display the annotation tools.
  2. Select one of the annotation tools and click the canvas area to add an annotation.
  3. (Optional) In the **Annotation** box that appears, add a comment.
  4. Click **Create** to add the annotation.
- The total number of annotations appear on the **Annotations** button.


## Changing annotation color

1. Click the Annotations button, , to display the annotation tools.
2. Select the **Color** tool. The color of all the annotations on canvas changes each time you click the **Color** tool.

## Deleting annotations

1. Click the **Annotations** button, , to display the annotation tools.
2. Select the **Selection** tool and click the annotation that you want to delete.
3. In the **Annotation** box that appears, click **Delete** to delete the annotation.

## Setting the task element status

1. Click the **Status** button, , to display the **Approve** and **Reject** buttons.
  2. Click one of the buttons to set the status of the task element.
  3. (Optional) In the **Approve** or **Reject** box that appears, add a comment.
  4. Click **Apply** to set the status.
- The **Status** button changes to indicate the status of the task element.

