

# Part 2: Working with Figures

## Inserting Files

Any type of file can be dragged into a Curio idea space where they can be displayed either as simple figures with icon and title, or as preview image figures where a Quick Look preview of the file is displayed.

### **From the Finder**

When dragging in a file from the Finder, a *copy* of the file will be embedded in your project. Alternatively, if you hold the Command key while dragging in a file then the original will be *moved* into your project. If you hold the Option key then an *alias* to the original will be created.

Some files, such as csv, opml, and mmap files, can be converted directly into native Curio tables, lists, or mind maps.

### **From the Web**

Drag in selected text and/or images directly to your idea space. Curio will automatically include an attribution line to any dragged-in text so you can jump to the source; right-click on images to jump to their source URL as well.

### **From Mail**

Mail messages can be dragged into Curio where a copy of the message itself will be embedded into your project. Double-clicking it will render the message, and decode any message attachments, in your default mail application.

### **From Contacts and Calendar**

Contacts and calendar entries can be dragged into Curio as well so you can track all resources associated with your project.