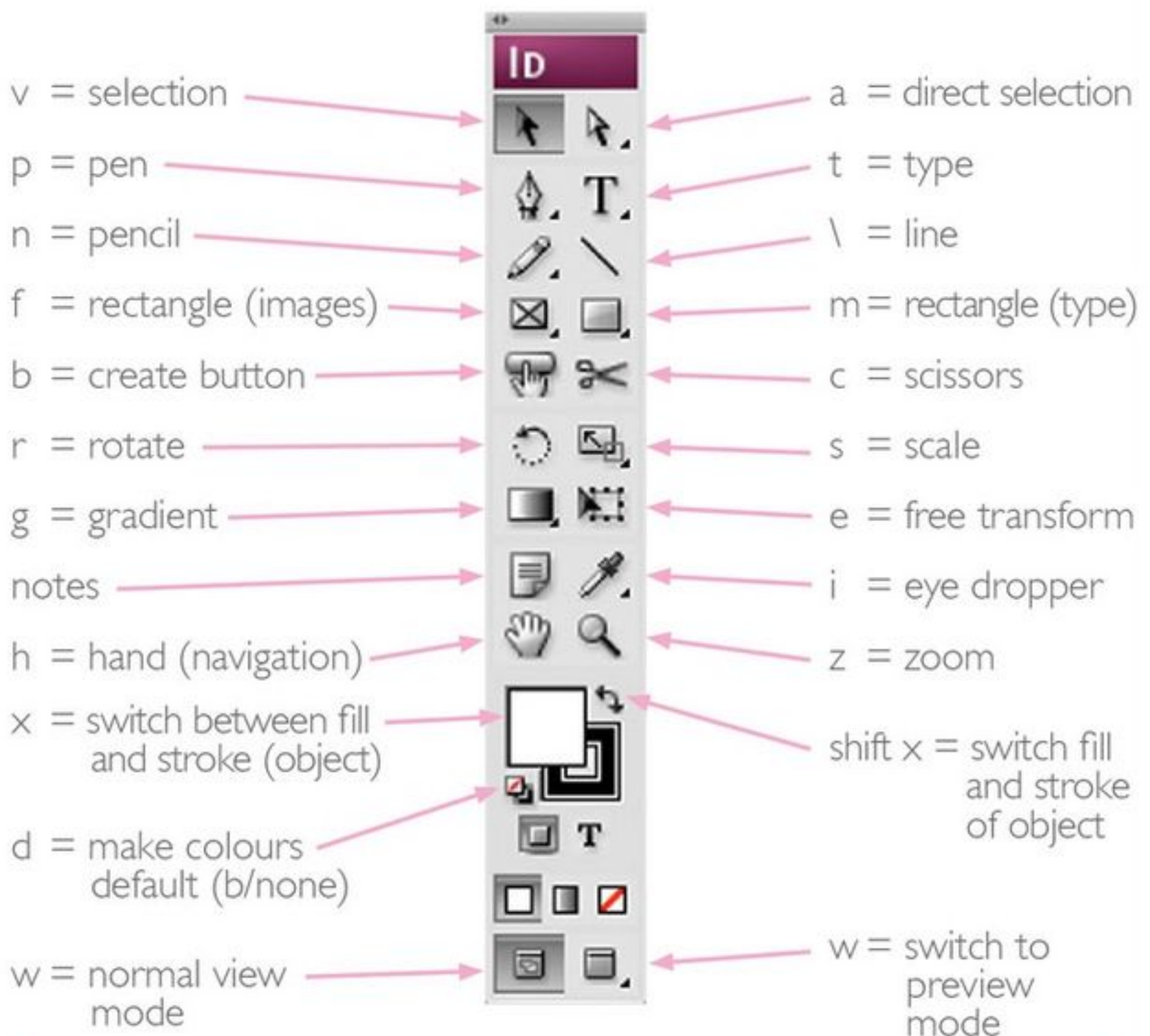


INDESIGN SHORTCUTS

Howdy! Here are the best inDesign keyboard shortcuts I know. Hope you find them useful.



ESSENTIALS

⌘ n = new document

⌘ o = open document

⌘ w = close document

shift ⌘ s = save as

⌘ q = quit

option ⌘ p = document setup

⌘ p = print

⌘ c = copy

⌘ x = cut

⌘ v = paste

⌘ z = undo

⌘ spacebar + click = zoom in

option ⌘ spacebar + click = zoom out

spacebar = hand tool (navigation)

option = hand tool (when in textbox)

⌘ a = select all

⌘ d = place image/vector file

⌘ e = export document (pdf, jpg)

⌘ b = text frame options

⌘ g = group objects

option ⌘ j = paragraph rules

shift ⌘ t = tabs menu

⌘ r = show/hide rulers

⌘ + click = select object behind another object

shift ⌘ . = increase point size

shift ⌘ , = decrease point size

⌘] = bring object forward

⌘ shift] = bring object to front

⌘ [= send object backward

⌘ shift [= send object to back

⌘ + = zoom in

⌘ - = zoom out

