
















Keyboard Shortcuts

Generic

Undo	Command + Z
Redo	Shift + Command + Z
Cut	Command + X
Copy	Command + C
Paste	Command + V
Paste in front	Command + F
Paste in back	Command + B
Paste in place	Shift + Command + V
Check spelling	Command + I
Zoom in Magnify Mode	Command + Spacebar
Show/Hide Rulers	Command + R
Hide Guides	Command + ;
Lock Guides	Option + Command + ;
Add/remove from selection	Shift + Click
Select All	Command + A
Deselect All	Command + D
Constrain Proportions	Shift + Drag
Draw from center	Option + Drag
Move shape while drawing	Spacebar + Drag
Repeat transform	Command + D
Create Outlines	Shift + Command + O
Toggle between fill & stroke	X
Group selected objects	Command + G
Ungroup selected objects	Shift + Command + G

Tools

 Artboard Tool	Shift + O
 Selection Tool	A
 Direct Selection Tool	V
 Pen Tool	P
 Type Tool	T
 Rectangle Tool	M
 Ellipse Tool	L
 Paintbrush Tool	B
 Pencil Tool	N
 Gradient Tool	G
 Eyedropper Tool	I
 Slice	Shift + K
 Eraser	Shift + E
 Zoom	Z
 Hand Tool	H or Hold Spacebar

Documents

Create a new document	Command + N
Open a document	Command + O
Save a document	Command + S
Save as dialogue box	Shift + Command + S
Export for screens	Option + Command + E
Save for web	Option + Shift + Command + S
Print	Command + P
Exit	Command + Q