

KEYBOARD SHORTCUTS UNDER BUILD

Action	Key
Redo	Ctrl+Y
Undo	Ctrl+Z
Save Page	Ctrl+S
Add Item Mode	Ctrl+A
Cut to Clipboard	Ctrl+X
Copy to Clipboard	Ctrl+C
Paste	Ctrl+V
Templates Control Palette	Ctrl+1
Images Control Palette	Ctrl+2
Text Control Palette	Ctrl+3
Add Element Control Palette	Ctrl+4
Properties Control Palette	Ctrl+5
Zoom In	Ctrl++
Zoom Out	Ctrl+-
Move Selection	Arrow keys
Move Content <i>(in content manipulation mode)</i>	Arrow keys
Delete Selection	Del
Group Selection	Ctrl+Shift+G
Ungroup Selection	Ctrl+Shift+U
Rotate Mode	Ctrl+Shift+R
Send Selection to Front	Ctrl+Shift+F
Send Selection to Back	Ctrl+Shift+B
Open Save As Dialog	Ctrl+Shift+S
Rotate 270 Degrees	Ctrl+Shift+E
Rotate 90 Degrees	Ctrl+Shift+T
Flip Shape Horizontal	Ctrl+Shift+H
Flip Shape Vertical	Ctrl+Shift+V
Fit to Screen	Ctrl+Shift+W
Multi Select Mode <i>(while shift key pressed)</i>	Shift
Bold <i>(in content manipulation mode)</i>	Ctrl+Shift+B
Italic <i>(in content manipulation mode)</i>	Ctrl+Shift+I
Underline <i>(in content manipulation mode)</i>	Ctrl+Shift+U
Align Center <i>(in content manipulation mode)</i>	Ctrl+Shift+E
Align Left <i>(in content manipulation mode)</i>	Ctrl+Shift+L
Align Right <i>(in content manipulation mode)</i>	Ctrl+Shift+R
Justify <i>(in content manipulation mode)</i>	Ctrl+Shift+J
Shape Distortion Mode	Alt+Double Click

* Mac users should use the
Cmd key in place of Ctrl

 **YEARBOOKS**