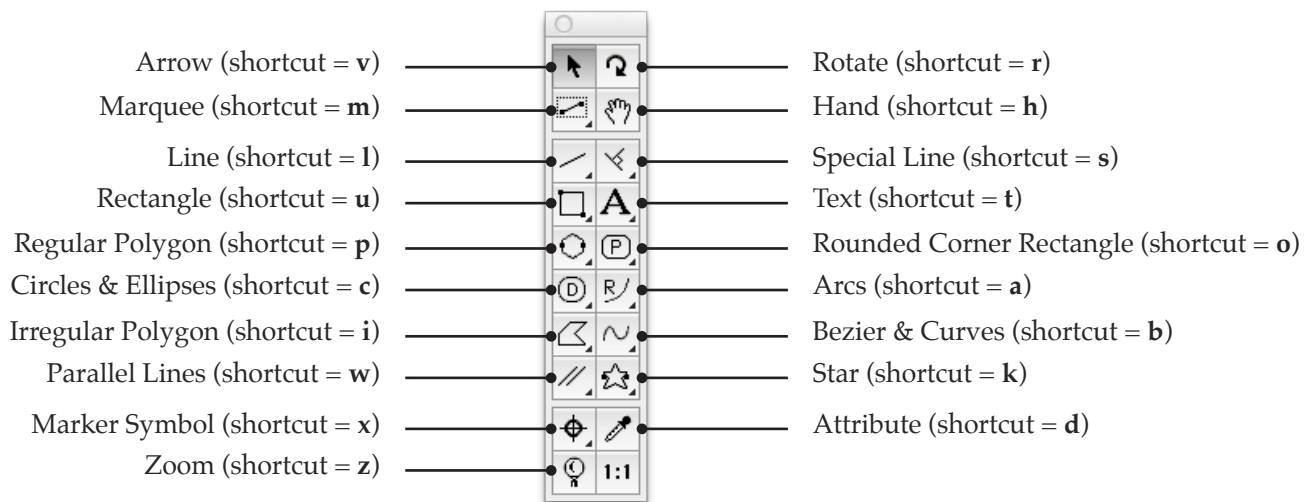


Helpful Keyboard Shortcuts

This document shows a selection of the main keyboard shortcuts that you may not be aware of. For a more detailed list of all the keyboard shortcuts available, please refer to the MacDraft manual or if looking for menu items shortcuts, refer to the corresponding menu. *NOTE: Some of these will not be available in the Personal Edition of MacDraft.*

Single key shortcuts for Tools

MacDraft now includes single key shortcuts for the Tools palette. The shortcuts keys for each tool set are displayed in their tooltip. Click the shortcut key again to cycle through the tools included in the set.



Tools	Tools included in set	Shortcut
Arrow	-	v
Rotate	-	r
Marquee	Exclusive selection, inclusive selection	m
Hand	-	h
Line	Unconstrained, 90, 45, 30, 15, 5	l
Special Line	Perpendicular, mid point, end point, center point, tangent from, tangent between, offset	s
Rectangle	Rectangle from edge, rectangle from center	u
Text	-	t
Regular Polygon	Edge to edge, center to edge, vertex to vertex, center to vertex	p
Rounded Corner Rectangle	Proportional, constant, elliptical corners	o
Circles & Ellipses	Diameter, radius, 3-point, diagonal ellipse, centered ellipse, concentric circle.	c
Arcs	Radius, 3-point, elliptical, concentric	a
Irregular Polygon	Irregular polygon, polyline	i
Bezier & Curves	Bezier, spline, freehand line & shape	b
Parallel Lines	Parallel line, parallel polyline, parallel polygon, extrude parallel line, extrude parallel polyline	w

Stars	Star from edge, star from center	k
Marker Symbol	Marker, repeated paste, edit datum	x
Attribute	-	d
Zoom	-	z

Reverting to Arrow tool

Press the ESC key at any time to exit the current tool or mode you are in and select the Arrow tool.

Object Selection, Duplication and Orientation

In addition to all of the main keyboard shortcuts, MacDraft offers a selection of more refined shortcuts for a number of tasks, that can help to speed up the design process.

Duplicate objects	Hold Option (alt) key down and drag
Select objects behind	Select front object, hold command key and click mouse
Snap to Mid Point	Hold "m" key when dragging
Snap to End Point	Hold "e" key when dragging
Snap to Center Point	Hold "c" key when dragging
Duplicate object in same place	Press Command - Shift - d
Rotate Options	Press Command - Option (alt) - r
Bring to Front	Select object, press Command - f
Send to Back	Select object, press Command - b
Bring Forward	Select object, press Command - Shift - f
Send Backward	Select object, press Command - Shift - b
Rotate to Zero	Press Command - Shift - r

Additional Shortcuts

Object information for object	Hold Option (alt) key and double click object
Tool options	Hold Option (alt) key and click the tool in the Tools palette
Make special selections	Press Command - Option (alt) - a
Drag & draw free from grid snap	Hold Command key down
Crop pixel image	Hold Shift - Option (alt) key down and drag the image handle
Snap length to grid snap value	Hold Option (alt) key down when drawing
Add document guide	Hold Command (Apple) key down and drag from rulers
Delete/Move document guide	Hold Command (Apple) + Option (alt) key down and drag guides