



# KEYBOARD SHORTCUTS ILLUSTRATOR (MAC)

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## TOOLS

V	Selection
A	Direct Selection
Y	Magic Wand
Q	Lasso
P	Pen
+	Add Anchor Point
-	Delete Anchor Point
SHIFT-C	Convert Anchor point
T	Type
\	Line Segment
M	Rectangle
L	Elipse
B	Paintbrush
N	Pencil
SHIFT-B	Blob Brush
SHIFT-E	Eraser
C	Scissors
R	Rotate
O	Reflect
S	Scale
SHIFT-R	Warp
E	Free Transform
SHIFT-S	Symbol Sprayer
J	Column Graph
U	Mesh
G	Gradient
I	Eyedropper
W	Blend
K	Live Paint Bucket
SHIFT-L	Live Paint Selection
SHIFT-O	Artboard
SHIFT-K	Slice
H	Hand
Z	Zoom
X	Toggle between Fill & Stroke
SHIFT-X	Swap Fill & Stroke
D	Default Fill & Stroke (white fill / black stroke)
<	Fill or Stroke w/color
>	Fill or Stroke w/Gradient
/	Fill or Stroke w/None
F	Cycke through Screen Modes

Double-click tools brings up options

Press CAPS LOCK to change tool pointer to crosshair.

Hold down Shift to constrain movement to 45°, 90°, 135°, or 180°

## SELECTING & MOVING

To access Selection or Direction Selection tool (whichever was used last) at any time.	<b>⌘ (Command)</b>
To switch between Selection and Direct Selection tools	<b>⌘-Option-Tab</b>
To cycle through tools behind column tool	<b>Option-click tool</b>
To make copy while dragging	<b>Option</b>
To add to a selection	<b>Shift</b>
Move Selection	<b>Any arrow key</b>
Move Selection 10 pts	<b>Shift-any arrow key</b>
Lock selected artwork (selected)	<b>⌘-2</b>
Lock all deselected artwork	<b>⌘-Option-Shift-2</b>
Unlock all artwork	<b>⌘-Option-2</b>
Hide selected artwork	<b>⌘-3</b>
Hide all deselected artwork	<b>⌘-Option-Shift-3</b>
Show all artwork	<b>⌘-Option-3</b>

## PATH EDITING

Join and Average at same time	<b>⌘-Option-Shift</b>
Convert Anchor Point tool from Pen tool	<b>Option</b>
Switch between Add Anchor Point and Delete Anchor Point tool	<b>Option</b>
Add Anchor Point tool from Scissors tool	<b>Option</b>
Move anchor point while drawing with Pen tool	<b>Spacebar</b>
Create closed path with Pencil or Paintbrush tool <b>when finished drawing, hold Option and release mouse</b>	
Connect to an open (& selected) path with Pencil	<b>⌘-drag</b>

## PAINTING & TRANSFORMING

Eyedropper tool from Live Paint Bucket tool	<b>Option</b>
Sets center point and shows dialog	<b>Option-click with Tool</b>
Duplicates and transforms selection	<b>Option-drag</b>
Scale proportionally with Selection tool	<b>Option-drag bounding box</b>
Move mesh point along patch with Mesh tool	<b>Shift-drag</b>
Add mesh point with Mesh tool without changing color	<b>Shift-click</b>
Remove mesh point with Mesh tool	<b>Option-click</b>

## SHAPES (WHILE DRAWING)

Draw from center	<b>Option</b>
Draw from center with dialog	<b>Option-click</b>
Constrain proportion	<b>Shift</b>
Constrain orientation of polygons, stars, spirals	<b>Shift</b>
Move object while drawing	<b>Spacebar</b>
Add / subtract sides, points, spiral secments	<b>Up or Down Arrow</b>
Decrease inner radius	<b>⌘</b>

## VIEWING & GUIDES

Get Hand Tool (NOT while editing Type)	<b>Spacebar</b>
Zoom In Tool	<b>⌘-Spacebar</b>
Zoom Out Tool	<b>⌘-Option-Spacebar</b>
Zoom In to exact size	<b>⌘-Spacebar-drag</b>
Hide / Show all tools and panels	<b>Tab</b>
Hide / Show all panels except toolbox	<b>Shift-Tab</b>
Release Guide (turns it into a regular path)	<b>⌘-Shift-double-click</b>

## TYPE

Decrease / Increase type size	<b>-Shift-&lt; or &gt;v</b>
Decrease / Increase leading	<b>Option arrow up or down</b>
Kerning / tracking x 5	<b>⌘-Option arrow left or right</b>
Decrease / Increase baseline shift	<b>Shift-Option arrow down or up</b>
Baseline shif x 5	<b>⌘-Option-Shift arrow down or up</b>
Align type left, right, center	<b>⌘-Shift-L, R, C</b>
Justify with last line left aligned	<b>⌘-Shift-J</b>
Justify all line	<b>⌘-Shift-F</b>
Reset horizontal / vertical scale to 100%	<b>⌘-Shift-X</b>
Reset kerning or tracking to 0	<b>⌘-Option-Q</b>

## SWATCHES PANEL SHORTCUTS

Create a swatch as a global color	<b>Hold ⌘ -Shift while creating</b>
Replace a swatch with another	<b>Option-drag new swatch over old</b>

## PANEL SHORTCUTS / FUNCTION KEYS

Show / Hide Brushes	<b>F5</b>
Show / Hide Color	<b>F6</b>
Show / Hide Layers	<b>F7</b>
Show / Hide Info	<b>⌘-F8</b>
Show / Hide Gradient	<b>⌘-F9</b>
Show / Hide Stroke	<b>⌘-F10</b>
Show / Hide Attributes	<b>⌘-F11</b>
Revert File	<b>F12</b>
Show / Hide Graphic Styles	<b>Shift-F5</b>
Show / Hide Appearance	<b>Shift-F6</b>
Show / Hide Align	<b>Shift-F7</b>
Show / Hide Transform	<b>Shift-F8</b>
Show / Hide Pathfinder	<b>Shift-⌘-F9</b>
Show / Hide Transparency	<b>Shift-⌘-F10</b>
Show / Hide Symbols	<b>Shift-⌘-F11</b>

## LAYERS PANEL SHORTCUTS

Toggle layer between Prieview / Outline mode	<b>⌘-click on eye</b>
Show laher while turning-off all others	<b>Option-click on eye</b>
Select all items on layer	<b>Option-click layer name</b>
To create the new layer at the top list	<b>⌘-click</b>
To create the new layer below selected layer	<b>⌘-Option-click</b>

## COLOR PANEL SHORTCUTS

Saturate / Desaturate current color	<b>Shift-drag color slider</b>
Change Color Mode	<b>Shift-click color bar</b>
Select compliment of current color	<b>⌘-click color bar</b>

