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# Illustrator CC 2018 shortcuts frequently used on Mac OS

Ai

## FILE MENU

File New	Cmd+N
Open	Cmd+O
Browse in Bridge	Opt+Cmd+O
Close	Cmd+W
Save	Cmd+S
Save As	Shift+Cmd+S
Save for Web	Opt+Shift+Cmd+S
Document Setup	Opt+Cmd+P
File Info	Opt+Shift+Cmd+I
Print	Cmd+P
Quit (Illustrator Menu)	Cmd+Q

## EDIT MENU

Undo	Cmd+Z
Redo	Shift+Cmd+Z
Cut, Copy, Paste	Cmd+X, C, V
Paste in Front	Cmd+F
Paste in Back	Cmd+B
Paste in Place	Shift+Cmd+V
Paste on All Artboards	Opt+Shift+Cmd+V
Check Spelling	Cmd+I
Preferences	Cmd+K

## OBJECT MENU

Transform Again	Cmd+D
Transform Each	Opt+Shift+Cmd+D
Move	Shift+Cmd+M
Send to Back/Front	Shift+Cmd+[ or ]
Send Backward/Forward	Cmd+[ or ]
Group	Cmd+G

Ungroup	Shift+Cmd+G
Join Path	Cmd+J
Average Path	Opt+Cmd+J
Make Blend	Opt+Cmd+B
Distort with Warp	Opt+Shift+Cmd+W
Distort with Top Object	Opt+Cmd+C
Make Clipping Mask	Cmd+7
Make Compound Path	Cmd+8

## TYPE MENU

Create Outlines	Shift+Cmd+O
Show Hidden Characters	Alt+Ctrl+I

## SELECT MENU

Select All	Cmd+A
All on Active Artboard	Opt+Cmd+A
Deselect All	Shift+Cmd+A

## VIEW MENU

Preview/Outline	Cmd+Y
Zoom In or Out	Cmd + or -
Fit Artboard in Window	Cmd+0
Fit All in Window	Opt+Cmd+0
Show Edges	Cmd+H
Show Rulers	Cmd+R
Global Rulers	Opt+Cmd+R
Bounding Box	Shift+Cmd+B
Transparency Grid	Shift+Cmd+D
Gradient Annotator	Opt+Cmd+G
Show Guides	Cmd+;
Smart Guides	Cmd+U
Show Grid	Cmd+`

## PANELS

Brushes Panel	F5
Appearance	Shift+F6
Color Panel	F6
Layers Panel	F7
Align Panel	Shift+F7
Transform	Shift+F8
Info Panel	Cmd+F8
Gradient Panel	Cmd+F9
Pathfinder Panel	Shift+Cmd+F9
Stroke Panel	Cmd+F10
Attributes	Cmd+F11

## PEN TOOL TECHNIQUE

Pen Tool	P
Convert Tool	Opt Key or Shift+C
Direct Selection Tool	Cmd Key or A

## MOUSE TECHNIQUE

Shape tools may drag or click the artboard.  
Option drag the mouse to duplicate object.  
Add shift key to constrain to 0°, 45°, 90°

## EFFICIENT ZOOM AND PAN

Zoom	Cmd+Spacebar+drag
Pan with Hand	Spacebar+drag

## TEXT FORMATTING

Change font size	Shift+Cmd+< or >
Change leading	Opt+↑ or ↓
Baseline Shift	Shift+Opt+↑ or ↓
Kerning/Tracking	Opt+⇐ or ⇒
Align L,R,C or J	Shift+Cmd+L, R, C or J

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# Illustrator CC 2018 shortcuts frequently used on Windows

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Open	Ctrl+O
Browse in Bridge	Alt+Ctrl+O
Close	Ctrl+W
Save	Ctrl+S
Save As	Shift+Ctrl+S
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Document Setup	Alt+Ctrl+P
File Info	Alt+Shift+Ctrl+I
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Deselect All	Shift+Ctrl+A

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Fit Artboard in Window	Ctrl+0
Fit All in Window	Alt+Ctrl+0
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Global Rulers	Alt+Ctrl+R
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