

Id

Id

InDesign CC 2014 onscreen characters spaces · hyphens · breaks · markers

| White Space Characters | Onscreen Symbol | Shortcut |
|-----------------------------------|-----------------|--------------|
| Spacebar Space | ab·initio | |
| Em Space (relative to point size) | ad·hoc | Sh+Cmd+M |
| En Space (½ em) | post·hoc | Sh+Cmd+N |
| Third Space | sans·serif | |
| Quarter Space | quo·vadis | |
| Sixth Space | ad·idem | |
| Thin Space (⅛ em) | a·priori | Opt+Sh+Cmd+N |
| Hair Space (¼ em) | carpe·diem | |
| Nonbreaking Space | et·tu | Opt+Cmd+X |
| Nonbreaking Space (fixed width) | cui·bono | |
| Punctuation Space | et·alia | |
| Flush Space | et·uxor | |

| Other Special Characters | Onscreen Symbol | Shortcut |
|--------------------------------|-----------------|----------|
| End Nested Style Here | gratia\ | |
| End of Story Marker | quorum# | |
| Indent to Here | †fiat | Cmd+\ |
| Non-Joiner (prevents ligature) | fi | |
| Right Indent Tab | terra↵ | Sh+Tab |
| Tab | cognita» | Tab |

| Hyphens | Onscreen Symbol | At Line End | Shortcut |
|----------------------|-----------------|-------------|-----------|
| Auto Hyphen | none | annum~ | |
| Discretionary Hyphen | pri·ma | prima! | Sh+Cmd+- |
| Hard Hyphen | cul·pa | culpa- | |
| Non-breaking Hyphen | so·lo | none | Opt+Cmd+- |

| Text Flow Breaks | Onscreen Symbol | Shortcut |
|--------------------------|-----------------|---------------|
| Paragraph Break (Return) | per¶ | Return |
| Column Break | novo. | Num Enter |
| Frame Break | vita~ | Sh+Num Enter |
| Page Break | la. | Cmd+Num Enter |
| Odd Page Break | volore. | |
| Even Page Break | para. | |

| Line Breaks | Onscreen Symbol | At Line End | Shortcut |
|--------------------------|-----------------|-------------|-----------|
| Discretionary Line Break | citato | dictum | |
| Forced Line Break | none | ipso facto↵ | Sh+Return |

| Markers | Layout | Story Editor | Shortcut |
|-------------------------------|---------|----------------|--------------|
| Anchored Object, Custom | ¥alia | ↕alia | |
| Conditional Text | quo | quo | |
| Conditional Text, Hidden | ∧null | ☐null | |
| Cross-Reference Source | page 2 | page # 2 | |
| Cross-Reference Destination | pro | ☐pro | |
| Footnote | sic¹ | sic 1 footnote | |
| Hyperlink | sum | sum | |
| Index Marker | ∧nos | ☐nos | Cmd+7 |
| Inline or InCopy Note | autas | autas note | Cmd+F8 |
| Position Marker (InCopy only) | ∧ | ∧ | Sh+Cmd+[|
| Table | none | ☐ | Sh+Opt+Cmd+T |
| Text Anchor | ∧cus | ☐cus | |
| Text Variable | 10/2014 | Date 12/2012 | |
| XML Tagged Text | [xml] | ☐xml | |

Mac version for InDesign CC-CS3. Most also applies to InCopy CC-CS3.

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| Sixth Space | ad·idem | |
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| Hair Space (¼ em) | carpe·diem | |
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| Tab | cognita» | Tab |

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|-------------------------------|---------|---------------|---------------|
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| Conditional Text | quo | quo | |
| Conditional Text, Hidden | ·null | ·null | |
| Cross-Reference Source | page 2 | page # 2 | |
| Cross-Reference Destination | pro | pro | |
| Footnote | sic¹ | sic¹ footnote | |
| Hyperlink | sum | sum | |
| Index Marker | ·nos | ·nos | Ctrl+7 |
| Inline Note | autas | autas note | Ctrl+F8 |
| Position Marker (InCopy only) | · | · | Sh+Ctrl+[|
| Table | none | ▼ | Sh+Alt+Ctrl+T |
| Text Anchor | ·cus | ·cus | |
| Text Variable | 10/2014 | Date 12/2012 | |
| XML Tagged Text | [xml] | ·xml | |

Windows version for InDesign CC–CS3. Most also applies to InCopy CC–CS3.