Hot Key List

File Menu Items

 $\begin{array}{lll} & \text{Ctrl} + \text{N} & \text{New File} \\ & \text{Ctrl} + \text{O} & \text{Open File} \\ & \text{Ctrl} + \text{I} & \text{Import} \\ & \text{Ctrl} + \text{S} & \text{Save} \\ & \text{Ctrl} + \text{Shift} + \text{S} & \text{Save As} \\ & \text{Ctrl} + \text{Q} & \text{Exit} \\ \end{array}$

Edit Menu Items

Ctrl + ZUndo Ctrl + Shif + ZRedo Select All Ctrl + ACtrl + XCut Ctrl + CCopy Ctrl + VPaste Ctrl + DDuplicate Ctrl + VPaste

Alt + V Paste in place Alt + C Close Path

Alt + J Auto join shapes Alt + O Optimize Shapes

Tool Menu Items

Ctrl + L Draw lines

Ctrl + R**Draw Rectangles** Ctrl + EDraw ellipses Edit nodes Ctrl + +Ctrl + TEdit text Weld objects Ctrl + WAlt + +**Boolean Union** Alt + -Boolean Difference Alt + ***Boolean Intersection**

 $\begin{array}{ll} Alt + T & Trace Image \\ Ctrl + = & Zoom In \\ Ctrl + - & Zoom Out \\ Ctrl + Shift + A & Frame Selection \end{array}$

Alt + P Preview

Arrange Menu Items

 $\begin{array}{ll} Ctrl + G & Group \\ Ctrl + U & Ungroup \\ Crtl + Shift + H & Flip Horizontal \\ Ctrl + Shift + V & Flip Vertical \\ Alt + M & Mirror across line \end{array}$

Ctrl + Shift + Left Align Left
Ctrl + Shift + Right Align Right
Ctrl + Shift + Up Align Top
Ctrl + Shift + Down Align Bottom

Ctrl + Shift + PgDn Align Horizontal Center
Ctrl + Shift + PgUp Align Vertical Center
PgUp Push forward in draw order
PgDn Push backward in draw order

Ctrl + PgUp Push to front Ctrl + PgDn Push to back

Mouse

Selection: Left click, or band-box Shift + click adds to the current selection Ctrl + click removes from the current selection

Drag: Left-click & hold on an object, drag it

Drag mods: When dragging, Shift will keep the drag vertical, horizontal, or 45 degrees When dragging, Ctrl means "don't grid / object snap" When sizing, Shift disables aspect ratio locking When sizing, Control means "resize from center"

Zoom: Mouse wheel (zooms relative to the cursor)

View drag: Middle-mouse click and drag

Kevboard

Esc Switch back to the selection tool, or end the current line drawing

View drag: Hold space-bar + left-click & drag (useful for Mac, or users without a mouse wheel) Move: Arrow keys move the current selection

Shift + arrow moves in large steps Ctrl + arrow moves in small steps

Note: if the edit window has the keyboard focus, the keys L, R, T, B will align left, right, top, and bottom, C aligns vertical centers, E aligns horizontal centers, P moves the selection to page center, and H and V are horizontal and vertical flip.