BLUEBEAM® REVU® 2018

KEYBOARD SHORTCUTS

# DEFAULT KEYBOARD SHORTCUTS

MARKUP

	Align Bottom	Ctrl + Alt + B
	Align Center	Ctrl + Alt + E
	Align Left	Ctrl + Alt + L
	Align Middle	Ctrl + Alt + M
	Align Right	Ctrl + Alt + R
	Align Top	Ctrl + Alt + T
	Arc	Shift + C
	Arrow	A
	Autosize Text Box	Alt + Z
	Bring Forward	Ctrl +]
	Bring to Front	Ctrl + Shift +]
	Callout	Q
	Camera	Ctrl +Alt + I
	Spell Check	F7
	Cloud	C
	Cloud+	K
	Dimension	Shift + L
	Edit Action	Ctrl + Shift + E
	Ellipse	E
	Eraser	Shift + E
	Export Markups	Ctrl + F2
	File Attachment	F
	Flag	Shift + F
	Flip Horizontal	Ctrl + Alt + H
	Flip Vertical	Ctrl + Alt + V
	Group	Ctrl + G
	Highlight	H
	Hyperlink	Shift + H
	Image	I
	Image From Scanner	Shift + I
	Import	Ctrl + F3

	Line	L
	Lock	Ctrl + Shift + L
	Note	N
	Pen	P
	Polygon	Shift + P
	Polyline	Shift + N
	Rectangle	R
	Remove From Group	Ctrl + Shift + Alt + G
	Review Text	Shift + Alt + R
	Send Backward	Ctrl + [
	Send to Back	Ctrl + Shift + [
	Stamp	S
	Text Box	T
	Typewriter	W
	Ungroup	Ctrl + Shift + G

MEASURE

	Angle	Shift + Alt + G
	Area	Shift + Alt + A
	Count	Shift + Alt + C
	Diameter	Shift + Alt + D
	Dynamic Fill	J
	Length	Shift + Alt + L
	Measure Tool	M
	Perimeter	Shift + Alt + P
	Polylength	Shift + Alt + Q
	Radius	Shift + Alt + U
	Volume	Shift + Alt + V

FORMS

	Add Signature Field	X
	Editor	Ctrl + Shift + F

DEFAULT KEYBOARD SHORTCUTS

VIEW

	Actual Size	Ctrl + 8
	Balance	Shift + F12
	Continuous Mode	Ctrl + 5
	Continuous Side by Side Mode	Ctrl + 7
	Dimmer	Ctrl + F5
	Fit Page	Ctrl + 9
	Fit Width	Ctrl + 0
	Next Page	Ctrl + Right
	Next View	Alt + Right
	Previous Page	Ctrl + Left
	Previous View	Alt + Left
	Refresh	F5
	Remote Files	Alt + K
	Rotate View Clockwise	Ctrl + Shift + Plus
	Rotate View Counterclockwise	Ctrl + Shift + Minus
	Rulers	Ctrl + R
	Show Grid	Shift + F9
	Side by Side	Ctrl + 6
	Single Page Mode	Ctrl + 4
	Snap to Content	Ctrl + Shift + F8
	Snap to Grid	Ctrl + Shift + F9
	Snap to Markup	Ctrl + Shift + F7
	Split Horizontal	Ctrl + H
	Split Vertical	Ctrl + 2
	Switch	Ctrl + 1
	Toggle Split	Ctrl + I
	Unsplit	Ctrl + Shift + 2
	Web Tab	Ctrl + T

SEARCH

	Next Result	F3
	Previous Result	Shift + F3
	Search	Ctrl + F

FILE

	Close	Ctrl + F4
	Create PDF	Ctrl + N
	Open	Ctrl + O
	Print	Ctrl + P
	Publish as Compressed 1.5	Ctrl + Shift + P
	Save	Ctrl + S
	Save All	Shift + F2
	Save As	Ctrl + Shift + S

EDIT

	Copy	Ctrl + C
	Copy Page to Snapshot	Ctrl + Alt + C
	Cut	Ctrl + X
	Delete	Del
	Format Painter	Ctrl + Shift + C
	Paste	Ctrl + V
	Paste in Place	Ctrl + Shift + V
	Redo	Ctrl + Y
	Select All	Ctrl + A
	Select All Text	Ctrl + Shift + A
	Snapshot	G
	Undo	Ctrl + Z

SELECTION

	Lasso	Shift + O
	Pan	Shift + V
	Select	V
	Select Text	Shift + T
	Toggle Zoom Tool	Shift + Z
	Zoom In	Plus
	Zoom Out	Minus
	Zoom Tool	Z

DEFAULT KEYBOARD SHORTCUTS

DOCUMENT

	Add & Edit 3D Content	Ctrl + Alt + 3
	Add Bookmark	Ctrl + B
	Apply Redactions	Shift + A
	Crop Pages	Shift + Alt + O
	Delete Pages	Ctrl + Shift + D
	Deskew	Ctrl + Alt + D
	Document Properties	Ctrl + D
	Email	Ctrl + E
	Extract Pages	Ctrl + Shift + X
	Flatten	Ctrl + Shift + M
	Flattened	Ctrl + Alt + F
	Insert Blank Page	Ctrl + Shift + N
	Insert Pages	Ctrl + Shift + I
	Mark for Redaction	Shift + R
	Mark Text for Redaction	Shift + K
	OCR	Ctrl + Shift + O
	Refresh Document	Shift + F5
	Replace Pages	Ctrl + Shift + Y
	Rotate Clockwise	Shift + Alt + Plus
	Rotate Counterclockwise	Shift + Alt + Minus
	Rotate Pages	Ctrl + Shift + R
	Security	Ctrl + L
	Snapshot Content	Shift + G
	Squiggly	Shift + U
	Strikethrough	D
	Underline	U
	Unflatten	Ctrl + Shift + U

NAVIGATION

	First Page	Home
	Last Page	End
	Next Document	Ctrl + Tab
	Previous Document	Ctrl + Shift + Tab

WINDOW

	3D Model Tree	Alt + 3
	Always on Top	Ctrl + F12
	Bookmarks	Alt + B
	Close All	Ctrl + Shift + W
	File Access	Alt + A
	Forms	Alt + Q
	Full Screen	F11
	Hide Panels	Shift + F4
	JavaScript Console	Alt + J
	Layers	Alt + Y
	Links	Alt + N
	Markups	Alt + L
	Measurements	Alt + U
	Menu Bar	F9
	Navigation Bar	F4
	Preferences	Ctrl + K
	Presentation	Ctrl + Enter
	Properties	Alt + P
	Search	Alt + 1
	Sets	Alt + 2
	Show Context Menu	Shift + F10
	Signatures	Alt + 4
	Spaces	Alt + S
	Status Bar	F8
	Studio	Alt + C
	Thumbnails	Alt + T
	Tool Chest	Alt + X

HELP

	Help	F1

CUSTOM KEYBOARD SHORTCUTS

Revu keyboard shortcuts can now be customized! So you can remap existing Revu shortcuts to match similar functions in other programs you already use, or add new shortcuts to create your own personal list of frequently used commands. New customizable shortcuts include batch tools, sketch tools, cut content, erase content and lots more.

How to Create Custom Keyboard Shortcuts

Select **Revu** on the Menu bar and click Keyboard Shortcuts. In the Keyboard Shortcuts window, select the tool or command you want to shortcut, enter the keystroke in the Shortcut field, and click **Add**. To use a shortcut already assigned to another tool, click **Reassign**.

All shortcuts listed in Revu's menus system will be automatically updated once a new shortcut has been assigned, making them easier to find and remember.

Middle Button (wheel)

Pan   =   Click + Drag
Re-Center View   =   Double-Click
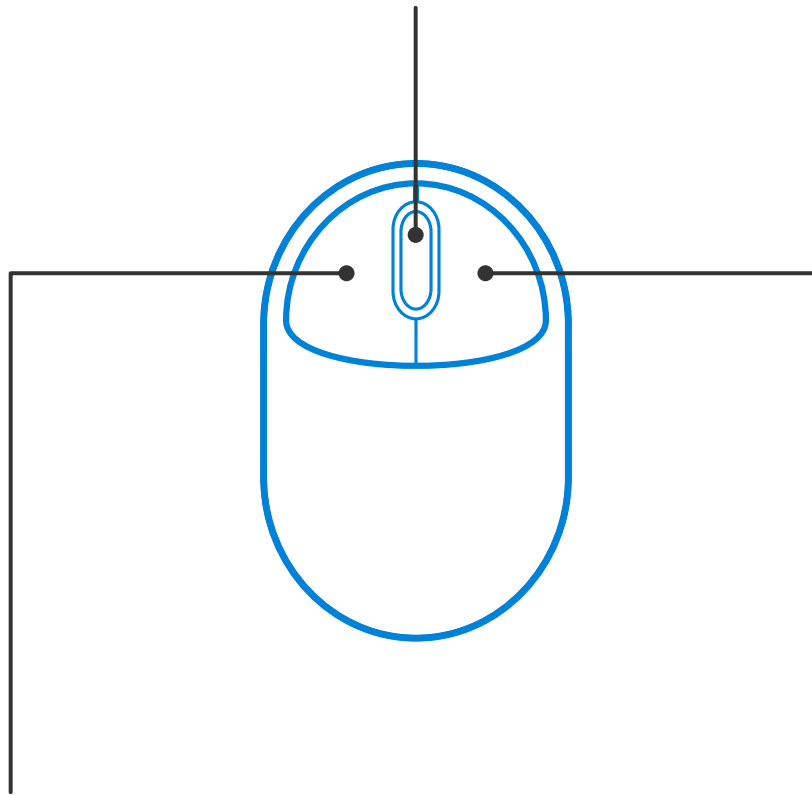
Left Button

Tool Operation   =   Click
Pan   =   Click + Spacebar
Multi-Select   =   Shift + Click + Drag

Right Button

Context Menu   =   Click
Multi-Select   =   Click + Drag

Middle Button (wheel)

Zoom In/Out	=	Scroll
Pan Model	=	Click + Drag
Return to View	=	Double-Click
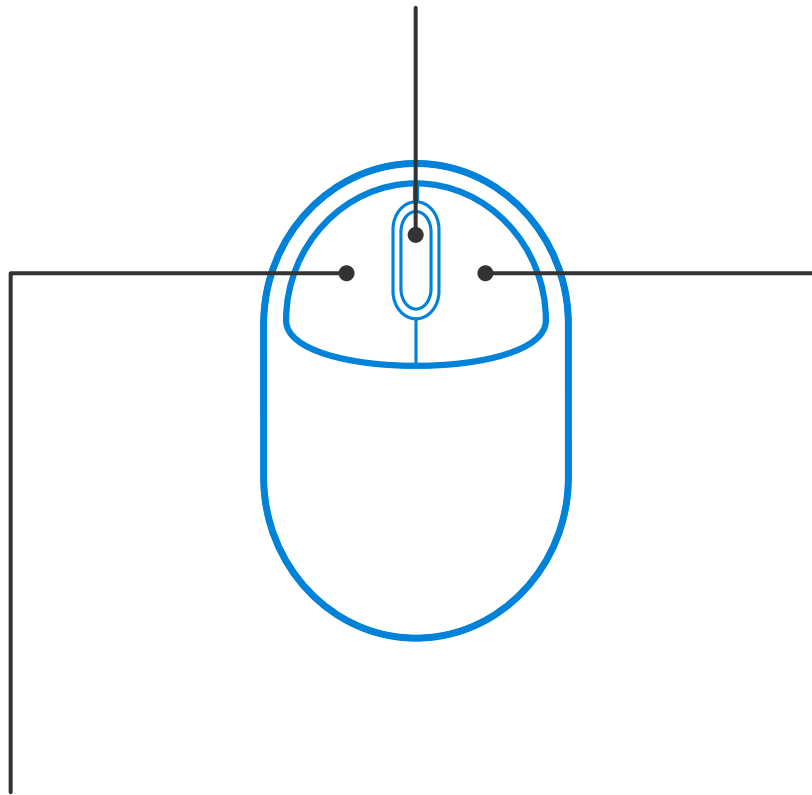
Left Button

Rotate Model	=	Click + Drag

Right Button

Context Menu	=	Click
Multi-Select	=	Click + Drag

MODIFIER KEYS

The Alt, Shift and Ctrl keys aren't limited to keyboard shortcuts. They can also modify the way your mouse interacts with Revu, which can be a real timesaver. Some examples include:

General

Hold **Ctrl** to toggle the mouse wheel between zoom and pan.

Hold down the **Spacebar** to pan in the document without deselecting the markup you're creating or editing. Release the **Spacebar** to return to your markup.

Rotating Markups

Markups will snap to 15-degree increments when rotated using the top control point. Hold **Shift** while rotating a markup to release that snap and allow rotations in 1-degree increments.

Moving Measurement Captions

Hold **Shift** while clicking on the caption of a **Measurement** markup to move the caption separately from the markup.

Copying Markups

Ctrl + **Shift** + **Click** a markup to copy it and move the copy in a straight line.

Drawing Straight Lines

Hold **Shift** while using **Line** , **Arrow** , **Polyline** , **Polygon** or **Measurement** markups to draw a straight horizontal, vertical or 45-degree line.

Hold **Shift** while using **Pen** or **Highlight** tools to draw straight lines horizontally or vertically.

Want to know more? You'll find the complete Modifier Key List on the Bluebeam Support site.

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