

SketchUp Keystroke Shortcuts

Windows Instructions

- To edit, use the “Window... Preferences... Shortcuts” menu.
- To load, press the *Import* button (in the Shortcuts window) and select “preferences.dat”.

Mac Instructions

- To edit, use the “Sketchup... Preferences... Shortcuts” menu.
- To load, use the Finder to copy “shortcuts.plist” to the following folder:
[User] | Library | Application Support | SketchUp 5. [user] varies depending on how the Mac was setup. On school computers it is usually “student”.

Keyboard Shortcuts

Keystroke	Description	Menu
Esc	Escape out of command	
Delete	Erase	Edit/Erase
Navigate		
Ctrl+D	Deselect all	Edit/Deselect
Ctrl+E	Zoom Extents Tool	Camera/Zoom Extents
P	Pan Tool	Camera/Pan
Q	Orbit Tool	Camera/Orbit
Space	Pan Tool	Camera/Pan
V	Select Tool	Tools/Select
Z	Zoom Window Tool	Camera/Zoom Window
Create		
Ctrl+B	Make Component (<u>Block</u>)	Edit/Make Group
Ctrl+G	Make <u>Group</u>	Edit/Make Component
L	Line	Draw/Line
T	Rectangle	Draw/Rectangle
Transform		
B	Paint Bucket Tool	Tools/Paint Bucket
E	Eraser Tool	Tools/Eraser
M	Move Tool	Tools/Move
O	Offset Tool	Tools/Offset
R	Rotate Tool	Tools/Rotate
S	Scale Tool	Tools/Scale
X	Push/Pull Tool (extrude)	Tools/Push/Pull
Control		
A	Layers	Window/Layers
D	Tape Measure Tool (<u>Distance</u>)	Tools/Tape Measure
F2	Window pages	Window/Pages
F3	Model info	Window/Model Info
H	Hide rest of model	View/Component Edit/Hide Rest Of Model
I	Entity Info	Window/Entity Info
W	Hide Dialogs	Window/Hide Dialogs

Mouse Shortcuts

- | | |
|--------------|--|
| Right-click | Context sensitive. Varies depending on which tool is selected – try it when in doubt! |
| Center-click | Temporarily switches to the Orbit tool. To use it, press and hold the center mouse button (or scroll wheel). The cursor should change to the orbit tool. Continue to hold the button and orbit around the model. When you release, the tool returns to its previous state. |
| Space | Temporarily switches to the Pan tool. It behaves the same as center click. |
| Center-click | |