

APPENDIX B. List of Shortcut Keys

Main Menu	Parent Menu	Children Menu	Shortcut Key
File	New Project		Ctrl + N
	Open Project		Ctrl + O
	Save		Ctrl + S
	Print		Ctrl + P
Edit	Undo		Ctrl + Z
	Redo		Ctrl + Y
	Cut		Ctrl + X
	Copy		Ctrl + C
	Paste		Ctrl + V
	Delete		Del
	Find		Ctrl + F
View	Redraw		F3
	Initial View		Ctrl + F3
	Zoom	Fit	Ctrl + Ø
		Window	Ctrl + Shift + W
		In	Ctrl + +
		Out	Ctrl + -
	Pan	Left	Ctrl + ←
		Right	Ctrl + →
		Up	Ctrl + ↑
		Down	Ctrl + ↓
	View Point	Iso	Ctrl + Shift + I
		Top	Ctrl + Shift + T
		Bottom	Ctrl + Shift + B
		Left	Ctrl + Shift + L
		Right	Ctrl + Shift + R
		Front	Ctrl + Shift + F
		Rear	Ctrl + Shift + E

Main Menu	Parent Menu	Children Menu	Shortcut Key
View	View Point	Rotate Left	Ctrl + Alt + ←
		Rotate Right	Ctrl + Alt + →
		Rotate Up	Ctrl + Alt + ↑
		Rotate Down	Ctrl + Alt + ↓
	Previous View Status		Ctrl + B
	Shrink Elements		Ctrl + K
	Perspective View		Ctrl + J
	Remove Hidden Lines		Ctrl + H
	Render View		F6
	Select Identity	Element Type	Ctrl + Alt + A
		Material	Ctrl + Alt + B
		Section	Ctrl + Alt + C
		Thickness	Ctrl + Alt + D
		Named Plane	Ctrl + Alt + E
		Structure Group	Ctrl + Alt + G
	Select Single		Ctrl + Shift + S
	Select All		Ctrl + Shift + A
	Select Previous		Ctrl + Q
	Select Recent Entities		Ctrl + R
	Activities	Active	F2
		Inactive	Ctrl + F2
		Active All	Ctrl + A
		Active Identity	Ctrl + D
	Display		Ctrl + E
Model	Structure Wizard	Arch	Ctrl + Shift + W
		Frame	Ctrl + Shift + X
		Truss	Ctrl + Shift + Y
	Nodes	Create Nodes	Ctrl + Alt + 1
		Delete Nodes	Ctrl + Alt + 2
		Translate Nodes	Ctrl + Alt + 3
		Rotate Nodes	Ctrl + Alt + 4

Main Menu	Parent Menu	Children Menu	Shortcut Key
Model	Nodes	Project Nodes	Ctrl + Alt + 5
		Mirror Nodes	Ctrl + Alt + 6
		Divide Nodes	Ctrl + Alt + 7
		Merge Nodes	Ctrl + Alt + 8
		Compact Numbers	Ctrl + Alt + 9
		Nodes Table	Ctrl + Alt + N
	Elements	Create Elements	Alt + 1
		Delete Elements	Alt + 2
		Translate Elements	Alt + 3
		Rotate Elements	Alt + 4
		Extrude Elements	Alt + 5
		Mirror Elements	Alt + 6
		Divide Elements	Alt + 7
		Intersect Elements	Alt + 8
		Change Element Parameters	Alt + 9
		Compact Numbers	Alt + Ø
		Elements Table	Ctrl + Alt + M
	Properties	Material Table	Ctrl + Alt + L
		Section Table	Ctrl + Alt + S
		Thickness Table	Ctrl + Alt + T
	Boundaries	Supports Table	Ctrl + Alt + P
		Beam End Release Table	Ctrl + Shift + D
		Rigid Link Table	Ctrl + Alt + R
	Mass	Nodal Masses Table	Ctrl + Alt + U
	Define Structure Group		Ctrl + F1
	Check Structure Data	Check and Remove Duplicate Elements	F12
Load	Static Load Cases		F9
	Load Tables	Nodal Loads Table	Ctrl + Shift + N
		Beam Loads Table	Ctrl + Shift + M

Main Menu	Parent Menu	Children Menu	Shortcut Keys
Load	Load Tables	Floor Loads Table	Ctrl + Shift + O
Analysis	Perform Analysis		F5
Results	Combinations		Ctrl + F9
Mode	Preprocessing Mode		F7
	Post-processing Mode		Ctrl + F7
Query	Project Status		Ctrl + T
	Query Nodes		F4
	Query Elements		Ctrl + F4
Tools	MCT Command Shell		Ctrl + F12
	Text Editor		Ctrl + F5
	Graphic Editor		Ctrl + F6
Window	New Window		Ctrl + W
	Full Screen		Ctrl + U
Help	Index		F1

	Ctrl	Ctrl + Shift	Ctrl + Alt
A	Active All	Select All	Select Identity Element Type
B	Previous View Status	Bottom	Select Identity Material
C	Copy		Select Identity Section
D	Active Identity	Beam End Release Table	Select Identity Thickness
E	Display	Rear	Select Identity Named Plane
F	Find	Front	
G			Select Identity Structure Group
H	Remove Hidden Lines		
I		Iso	
J	Perspective View		
K	Shrink Elements		
L		Left	Material Table
M		Beam Loads Table	Elements Table
N	New Project	Nodal Loads Table	Nodes Table
O	Open Project	Floor Loads Table	
P	Print		Supports Table
Q	Select Previous		
R	Select Recent Entities	Right	Rigid Link Table
S	Save	Select Single	Section Table
T	Project Status	Top	Thickness Table
U	Full Screen		Nodal Masses Table
V	Paste		
W	New Window	Structure Wizard-Arch	
X	Cut	Structure Wizard-Frame	
Y	Redo	Structure Wizard-Truss	
Z	Undo		

	Ctrl	Alt	Ctrl + Alt
1		Create Elements	Create Nodes
2		Delete Elements	Delete Nodes
3		Translate Elements	Translate Nodes
4		Rotate Elements	Rotate Nodes
5		Extrude Elements	Project Nodes
6		Mirror Elements	Mirror Nodes
7		Divide Elements	Divide Nodes
8		Intersect Elements	Merge Nodes
9		Change Element Parameters	Compact Numbers
Ø	Zoom Fit	Compact Element Numbers	

	Function	Ctrl + Function
F1	Help	Structure Group
F2	Active	Inactive
F3	Redraw	Initial View
F4	Query Nodes	Query Elements
F5	Perform Analysis	Text Editor
F6	Render View	Graphic Editor
F7	Preprocessing Mode	Post-processing Mode
F8		
F9	Static Load Cases	Combinations
F10		
F11		
F12	Check and Remove Duplicate Elements	MCT Command Shell

	Shortcut Key		Shortcut Key
Zoom Fit	Ctrl + Ø	Pan Down	Ctrl + ↓
Zoom In	Ctrl + +	Delete	Del
Zoom Out	Ctrl + -	Rotate Right	Ctrl + Alt + ↶
Pan Left	Ctrl + ←	Rotate Left	Ctrl + Alt + ↷
Pan Right	Ctrl + →	Rotate Up	Ctrl + Alt + ↑
Pan Up	Ctrl + ↑	Rotate Down	Ctrl + Alt + ↓