Adobe InDesign Cheatsheet

Navigation

Shortcut	Action
Ctrl + 0	Fit page to window
Ctrl + 1	Actual size
Ctrl + 2	Fit spread to window
Ctrl + 4	Go to Master Page
Ctrl + PgUp	Go to next spread
Ctrl + PgDn	Go to previous spread
Alt + [	Select previous item in the list
Alt +]	Select next item in the list
Shift + Ctrl + PgUp	Go to next page
Shift + Ctrl + PgDn	Go to previous page
Shift + Ctrl + Alt + 0	Fit spread proportionally
Ctrl + Alt + 0	Fit content proportionally
Ctrl + Alt + C	Open Color Picker
Ctrl + Shift + E	Show/hide Effects panel
Ctrl + Shift + H	Show/hide Hyperlinks panel
Ctrl + Shift + K	Show/hide Shortcuts panel
Ctrl + Shift + L	Show/hide Layers panel
Ctrl + Shift + P	Show/hide Pages panel
Ctrl + Shift + T	Show/hide Tools panel
Ctrl + Shift + W	Show/hide Swatches panel
Ctrl + Shift + Y	Show/hide Separations Preview panel
F9	Show/hide Rulers

Text Formatting

Shortcut	Action
Ctrl + Shift + X	Change case of text

Ctrl + Shift + >	Increase font size
Ctrl + Shift + <	Decrease font size
Ctrl + B	Bold
Ctrl + I	Italic
Ctrl + U	Underline
Ctrl + Shift + K	Small Caps
Ctrl + Shift + \	No Break
Ctrl + Alt + Shift + F	Change font
Ctrl + Shift + X	All Caps
Ctrl + Shift + L	Align left
Ctrl + Shift + E	Align center
Ctrl + Shift + R	Align right
Ctrl + Shift + J	Justify text

Object Formatting

Shortcut	Action
Ctrl + Shift + G	Group objects
Ctrl + Shift + Alt + G	Ungroup objects
Ctrl + Shift + [	Send object to back
Ctrl + Shift +]	Bring object to front
Ctrl + [	Send object back
Ctrl +]	Bring object forward
Ctrl + Alt + Shift + E	Show/Hide edges
Ctrl + Alt + 7	Place image
Ctrl + Alt + 6	Place video
Ctrl + D	Duplicate object
Ctrl + Alt + Shift + >	Increase stroke width
Ctrl + Alt + Shift + <	Decrease stroke width
Ctrl + Shift + Y	Show/Hide Text threads
Ctrl + Shift + G	Group

Ctrl + Shift + Alt + G	Ungroup
Ctrl + 2	Lock object
Ctrl + Alt + 2	Unlock object