**Figma**

There are some shortcuts you should use which will help in During project.

* Press **‘S’** keyword for sticky notes.

**A screenshot of a computer screen

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* Press **‘x’** keyword for connectors.

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* To have a chat with your teammates use / keyword.

A screenshot of a chat

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* For emojis press **E**  keyword

A screenshot of a computer game

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* For zoom you can press and hold the **ctrl**  keyword move the rover of the mouse in and out.

Or by this shortcut.

**A close-up of a button

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A black and white square with white lines

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* To create the layers just select this to add frames like rectangles and circles just select this
* Through Fill option we can add colours and through stroke we can add the borders in the frames.

**A screenshot of a white background

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**A white square with a circle in the middle

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When we try to add frames like rectangles they will not be in proper size for equal width and height so press and hold **shift** keyword so that you will get the actual width and the height.

* A screenshot of a computer

  Description automatically generatedTo create the same frame then just select that frame and press and hold the **alt** button then drag then automatically it will create the same size of the frame.
* You can also use ctrl + D

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To group all the elements which are used inside the layers then just select all the elements like this:-

A blue and white paper with a name

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A close up of a keyboard

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A close-up of a blue background

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Now if you drag any item then all the items will also drag with it .