

RESOURCES	POPULAR PPT SHORTCUTS
<p><b>GAIN INSPIRATION</b></p> <p><a href="https://www.pinterest.com/">https://www.pinterest.com/</a>  <a href="https://www.behance.net/">https://www.behance.net/</a>  <a href="https://dribbble.com/">https://dribbble.com/</a>  <a href="https://formfiftyfive.com/showcase/">https://formfiftyfive.com/showcase/</a>  <a href="https://www.slideshare.net/">https://www.slideshare.net/</a></p> <p><b>Tags:</b> poster, flyer, website, brochure, presentation, design, inspiration,</p> <p><b>SELECT COLORS</b></p> <p><a href="https://color.adobe.com/explore/">https://color.adobe.com/explore/</a>  <a href="http://www.colorhunt.co/?p=popular">http://www.colorhunt.co/?p=popular</a>  <a href="https://coolors.co/">https://coolors.co/</a></p> <p><b>SELECT IMAGES</b></p> <p><a href="http://librestock.com/">http://librestock.com/</a>  <a href="https://unsplash.com/">https://unsplash.com/</a>  <a href="https://graphicburger.com/">https://graphicburger.com/</a></p> <p><b>Tags:</b> landscape, people, business, office, background,</p> <p><b>SELECT ICONS</b></p> <p><a href="https://www.iconfinder.com/">https://www.iconfinder.com/</a>  <a href="https://www.flaticon.com/">https://www.flaticon.com/</a></p> <p><b>SELECT FONTS</b></p> <p><a href="https://www.dafont.com/">https://www.dafont.com/</a>  <a href="http://www.1001fonts.com/">http://www.1001fonts.com/</a>  <a href="https://www.1001freefonts.com/">https://www.1001freefonts.com/</a>  <a href="https://www.fontsquirrel.com/">https://www.fontsquirrel.com/</a></p> <p><b>Good:</b> Open Sans, Montserrat, Lato, Alegreya Sans, Merriweather, Josefin Sans</p>	<p><b>CTRL + [</b> – Make text smaller  <b>CTRL + ]</b> – Make text bigger  <b>CTRL + G</b> – Group several items  <b>CTRL + C</b> – Copy Item  <b>CTRL + V</b> – Paste Item (First use CTRL+C)</p> <p><b>When creating shapes:</b></p> <ul style="list-style-type: none"> <li>• <b>Hold CTRL (Cmd)</b> – Create it outwards from the middle</li> <li>• <b>Hold SHIFT</b> – Remain on constant proportions</li> <li>• <b>Hold ALT (Option)</b> – Don't use PowerPoint snapping to objects</li> </ul> <p><b>When clicking down and moving an object:</b></p> <ul style="list-style-type: none"> <li>• <b>Hold SHIFT</b> – Move left and right in a straight line</li> <li>• <b>Hold CTRL (Cmd)</b> – Duplicate the object</li> <li>• <b>Hold ALT</b> – Skip the PowerPoint snapping to objects</li> </ul>

This is a list compiled by **Andrzej Pach**. Those are the most used shortcuts and websites that I personally use while working.