

Flow Chart Keyboard Guide

F1 Help (Windows)	F2 Toggle Edit	F3 Cancel Edit	F4 (Windows)	F5 Refresh	F6 Auto-fit text	F7
F8 Format Object	F9	F10 Menu (Windows)	F11 Edit Off	F12 Edit Off	Above Tab Shift: Back one item Else: Forward one item	

With the Left Mouse Button...	
Default	Move
CTRL	Multiple Selection

Font Sizes
Ctrl+Shift+>
Smaller font
Ctrl+Shift+<
Larger font

With the Right Mouse Button...	
Default	Reduced Edit menu: Cut Copy Paste Edit Duplicate Bring Forward or Back
CTRL	Text menu

With version 7 and above, you can click on the drawing space and drag to select multiple items. Shading should also be displayed correctly.

With the keyboard arrow keys...		
CTRL	Move one grid point	
CTRL+SHIFT	Move one pixel	
Default	Scrollbar movements	
Ctrl A: Select all H: Show grid G: Snap to grid L: left E: centre R: right B: bold I: italic U: underline	X: cut	O: open
	C: copy	S: save
	V: paste	P: print
	J: bring to front	D: duplicate
	K: send to back	