Illustrator CC Useful Keyboard Shortcuts: Windows

SELECTING AND MOVING

	To access Selection or Direction Selection tool (whichever was used last)
Ctrl-Alt-Tab	At any time control to switch between selection and direct selection tools
Alt-click tool	To cycle through tools behind column tool
Alt	To make copy while dragging
Shift	To add to a selection
Any arrow key	Move Selection
Shift-any arrow key	Move Selection 10 pts.
Ctrl-2	Lock selected artwork
Ctrl-Alt-Shift-2	Lock all deselected artwork
Ctrl-Alt-2	Unlock all artwork
Ctrl-3	Hide selected artwork
Ctrl-Alt-Shift-3	Hide all deselected artwork
Ctrl-Alt-3	Show all artwork

PAINTING AND TRANSFORMING

Alt	Eyedropper tool from Live Paint Bucket tool
Shift Sets center point and shows dialog Alt-click with Tool	Samples intermediate color from gradient, picture, etc. with eyedropper
Alt-drag	Duplicates and transforms selection
~ (tilde)-drag	Transform pattern without transforming object
Shift-drag bounding box	Scale proportionally with Selection tool
Alt-drag bounding box	Scale from center with Selection tool
Shift-drag	Move mesh point along path with Mesh tool
Shift-click	Add mesh point with Mesh tool without changing c
Alt-click	Remove mesh point with Mesh tool

SHAPES (WHILE DRAWING)

Alt	Draw from center
Alt-click Constrain proportion Shift	Draw from center with dialog
Shift	Constrain orientation of polygons, stars, spirals
Spacebar Add/subtract sides, points, spiral segments Up or Down Arrow	Move object while drawing
CTRL	Decrease inner radius
hold ~ while dragging	Create continuous duplicates along mouse movem

VIEWING & GUIDES

Spacebar	Get Hand Tool (while NOT editing Type).
Hold Control, then Space. (This will show the Zoom tool). Let go of Control so you see the Hand tool and IMMEDIATELY start dragging the mouse so you don't end up typing spaces. Be sure to let go of the Spacebar *while dragging so you again don't type more spaces.*	Get Hand tool (while editing Type)
Ctrl-Spacebar	Zoom In Tool
Ctrl-Alt-Spacebar	Zoom Out Tool
Ctrl-Spacebar-drag	Zoom In to exact size
Tab	Hide/Show all tools and panels
Shift-Tab	Hide/Show all panels except toolbox
hold Alt while dragging out a new guide	Switch between horizontal/vertical guides
Shift-Ctrl-double-click	Release Guide (turns it into a regular path)

TYPE

Ctrl-Shift-< or >	Decrease/Increase type size
Alt arrow up or down	Decrease/Increase leading
Alt arrow left or right Kerning/tracking	Decrease/Increase kerning/tracking
Shift-Alt arrow down or up	Decrease/Increase baseline shift
Ctrl-Alt-Shift arrow down or up	Baseline shift x 5
Ctrl-Shift-L, R, and C	Align type left, right, center
Ctrl-Shift-F	Justify last line
Ctrl-Shift-X	Reset horizontal/vertical scale to 100%
Ctrl-Alt-Q	Reset kerning or tracking to 0

PANEL SHORTCUTS/FUNCTION

F5	Show/Hide Brushes
F6	Show/Hide Color
F7	Show/Hide Layers
Ctrl-F8	Show/Hide Info
Ctrl-F9	Show/Hide Gradient
Ctrl-F10	Show/Hide Stroke
Ctrl-F11	Show/Hide Attributes
F12	Revert file
Shift-F5	Show/Hide Graphic Styles
Shift-F6	Show/Hide Appearance
Shift-F7	Show/Hide Align
Shift-F8	Show/Hide Transform
Shift-Ctrl-F10	Show/Hide Transparency
Shift-Ctrl-F9	Show/Hide Pathfinder
Shift-Ctrl-F11	Show/Hide Symbols

LAYERS PANEL SHORTCUTS

LAYERS PANEL SHORTCUTS	
Ctrl-click on eye	Toggle layer between Preview/Outline modes
Alt-click on eye	Show layer while turning-off all others
Alt-click layer name Copy	Select all items on layer
Alt-drag selection square in Layers panel to	selected item to different layer
Ctrl-click	create the new layer at the top of list
Ctrl-Alt-click	To create the new layer below selected layer

COLOR PANEL SHORTCUTS

COLOR PANEL SHORTCUTS	
Shift-drag color slider	Saturate/DE saturate current color
Shift-click color bar	Change Color Mode
Ctrl-click color bar	Select compliment of current color

SWATCHES PANEL SHORTCUTS

SWATCHES PANEL SHORTCUTS	
Hold Curtly–Shift while creating	Create a swatch as a global color
Alt-drag new swatch over old	Replace a swatch with another

TOOLS

Tool	Shortcut
Selection	V
Direct Selection	A
Magic Wand	Y
Lasso	Q
Pen	P
Add Anchor point	+
Delete Anchor point	minus(-)
Convert Anchor point	Shift-C
Type	T
Line Segment	\
Rectangle	M
Ellipse	L
Paintbrush	B
Pencil	N
Blob Brush	Shift-B
Eraser	Shift-E
Scissors	C
Rotate	R
Reflect	O
Scale	S
Warp	Shift-R
Free Transform	E
Symbol Sprayer	Shift-S

Column Graph	J
Mesh	U
Gradient	G
Eyedropper	I
Blend	W
Live Paint Bucket	K
Live Paint Selection	Shift-L
Art board	Shift-O
Slice	Shift-K
Hand	H
Zoom	Z
Toggle between Fill & Stroke	X
Swap Fill & Stroke	Shift-X
Default Fill & Stroke	D
White fill/black stroke)	
Fill or Stroke w/Color	<
Fill or Stroke w/Gradient	>
Fill or Stroke w/None	/
Cycle through Screen Modes	F

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