Corel Draw Keyboard Shortcuts

Distribute Commands

Distributes selected objects to the bottom	Shft + B
Horizontally distributes centers of selected objects	Shft + E
Vertically distributes centers of the selected objects	Shft + C
Distributes selected objects to the left	Shft + L
Distributes selected objects to the right	Shft + R
Horizontally distributes space between selected objects	Shft + P
Vertically distributes space between selected objects	Shft + A
Distributes selected objects to the top	Shft + T

Document display

Displays a full-screen preview of the drawing	F9
Forces a redraw the drawing window	Ctrl + W
Toggles between the last two used view qualities	Shft + F9
Shows nonprinting characters	Ctrl + Shft + C

Open/Close Dockers

Opens or closes the Contour docker	Ctrl + F9
Opens or closes the Envelope docker	Ctrl + F7
Opens or closes the Graphic and Text Styles docker	Ctrl + F5
Opens or closes the Lens docker	Alt + F3
Opens or closes Linear Dimensions docker for assigning linear-dimension line properties	Alt + F2
Opens or closes the Object Properties docker	Alt + Enter
Opens or closes the Position docker	Alt + F7
Opens or closes the Rotate docker	Alt + F8
Opens or closes the Scale and Mirror docker	Alt + F9
Opens or closes the Size docker	Alt + F10
Opens or closes the Insert Character docker	Ctrl + F11
Opens or closes the View Manager docker	Ctrl + F2
Opens or closes the Symbols Manager docker	Ctrl + F6

Clipboard & Object Editing Commands

Copies selection to the clipboard	Ctrl + C
Copies selection to the clipboard	Ctrl + Insert
Cuts the selection to the clipboard	Ctrl + X
Cuts the selection to the clipboard	Shft + Delete
Deletes the selected object(s)	Delete
Duplicates the selected object(s) to offsets	Ctrl + D
Pastes the clipboard contents into the drawing	Ctrl + V
Pastes the clipboard contents into the drawing	Shft + Insert
Reverses the last Undo operation	Ctrl + Shft+Z
Repeats the last operation	Ctrl + R
Reverses the last operation	Ctrl + Z or Alt + Backspace

File Commands

Exports pages or objects to selected file format	Ctrl + E
Imports (or links) content into your document	Ctrl + I
Creates a new drawing	Ctrl + N
Opens an existing drawing	Ctrl + O
Prints the active drawing	Ctrl + P
Saves the active drawing	Ctrl + S
Opens the Save As dialog	Ctrl + Shft + S
Closes CorelDRAW 12	Alt + F4

Fill and Effects Dialogs

Specifies fountain fills for objects	F11
Opens dialog for specifying uniform color fills	Shft + F11
Opens dialog for changing Color Balance	Ctrl + Shft + B
Opens dialog for changing color brightness, contrast and/or	Ctrl + B
Opens dialog for changing hue, saturation and/or lightness	Ctrl + Shft + U
	Find and Replace using Text Tool
Opens the Find dialog	Alt + F3
Opens the Text Format dialog	Ctrl + T

Font Formatting Commands using Text Tool

Changes the style of text to bold	Ctrl + B
Shows a list of all the available/active fonts	Ctrl + Shft + F
Shows a list of all the available/active font weights	Ctrl + Shft + W
Changes the style of text to italic	Ctrl + I
Changes all text characters to small capital letters	Ctrl + Shft + K
Changes the style of text to underline	Ctrl + U
Decreases font size to previous point size	Ctrl + Numpad 2
Shows a list of all the available/active font sizes	Ctrl + Shft + P
Shows a list of all the available/active HTML font sizes	Ctrl + Shft + H
Increases font size to next point size	Ctrl + Numpad 8
Increases font size to next setting in Font Size List	Ctrl + Numpad 6
Decreases font size to previous setting available in the Font Size	Ctrl + Numpad 4
Changes the case of selected text	Shft + F3
Converts text (Paragraph to Artistic, or vice versa)	Ctrl + F8
Realigns selected text to its original baseline	Alt + F12

Grid, Guides and Snapping

Snaps objects to the grid (toggle)	Ctrl + Y
Toggles the view of dynamic guides	Alt + Shft + D
Toggles snapping to objects using current modes	Alt + Z

Object Groups & CombineCommands

Breaks apart the selected object	Ctrl + K
Combines the selected objects	Ctrl + L
Converts an outline to an object	Ctrl + Shft + Q
Converts the selected object to a curve	Ctrl + Q
Groups the selected objects	Ctrl + G
Ungroups the selected objects or group of objects	Ctrl + U

Object nudge commands

Nudges downward	4
Nudges to the left	1
Nudges to the right	2
Nudges upward	3
Nudges downward by the Super Nudge factor	Shft + 4
Nudges to the left by the Super Nudge factor	Shft + 1
Nudges to the right by the Super Nudge factor	Shft + 2
Nudges upward by the Super Nudge factor	Shft + 3
Nudges downward by the Micro Nudge factor	Ctrl + 4
Nudges to the left by the Micro Nudge factor	Ctrl + 1
Nudges to the right by the Micro Nudge factor	Ctrl + 2
Nudges upward by the Micro Nudge factor	Ctrl + 3

Options

Opens the Options dialog with the Text options page selected	Ctrl + F10
Opens the dialog for setting CorelDRAW options	Ctrl + J
	Object Ordering
Places the selected object(s) back one position in the object stacking order	Ctrl + PgDn
Places the selected object(s) forward one position in the object stacking order	Ctrl + PgUp
Places the selected object(s) to the back	Shft + PgDn
Places the selected object(s) to the front	Shft + PgUp
	Object Outline Pen
Specifies outline color of objects	Shft + F12
Specifies outline pen properties for objects	F12

Document Navigation

Go to the next page	PgDn
Go to the previous page	PgUp
Selects all objects in the entire drawing	Ctrl + A
Opens or closes the Graphic and Text Styles docker	Ctrl + F5

Text Formatting Using Text Tool

Toggles current bullets for Paragraph text object	Ctrl + M
Changes the alignment of text to center alignment	Ctrl + E

Converts artistic text to paragraph text or vice versa	Ctrl + F8
Applies/removes a Drop Cap effect for text object (toggle)	Ctrl + Shft + D
Opens the Edit Text dialog	Ctrl + Shft + T
Changes alignment of text to force last line full alignment	Ctrl + H
Formats the properties of text	Ctrl + T
Changes the alignment of text to full alignment	Ctrl + J
Changes the text to horizontal direction	Ctrl + comma
Changes the alignment of text to left alignment	Ctrl + L
Changes the alignment of text to have no alignment	Ctrl + N
Changes the alignment of text to right alignment	Ctrl + R
Changes the text to vertical (toggle)	Ctrl + period

Text Editing & Cursor Moves Using Text Tool

Deletes character right of cursor	Delete
Deletes word right of cursor	Ctrl + Delete
Moves cursor down one frame	PgDn
Moves cursor down one line	4
Moves cursor down one paragraph	Ctrl + 4
Moves cursor left one character	1
Moves cursor left one word	Ctrl + 1
Moves cursor right one character	2
Moves cursor right one word	Ctrl+2
Moves cursor up one frame	PgUp
Moves cursor up one line	3
Moves cursor up one paragraph	Ctrl + 3
Moves cursor to start of frame	Ctrl + Home
Moves cursor to start of line	Home
Moves cursor to start of text	Ctrl + PgUp
Moves cursor to end of frame	Ctrl + End
Moves cursor to end of line	End
Moves cursor to end of text	Ctrl + PgDn
Selects all text in Paragraph Frame or Artistic Text object	Ctrl + A
Selects character to left of cursor	Shft + 1
Selects character to right of cursor	Shft + 2
Selects text downward by one frame	Shft + PgDn
Selects text downward by one line	Shft + 4
Selects text downward by one paragraph	Ctrl + Shft + 4
Selects text upward by one frame	Shft + PgUp
Selects text upward by one line	Shft + 3
Selects text upward by one paragraph	Ctrl + Shft + 3
Selects word to left of cursor	Ctrl + Shft + 1
Selects word right of cursor	Ctrl + Shft + 2
Selects text start of frame	Ctrl + Shft + Home
Selects text start of line	Shft + Home
Selects text to start of frame	Ctrl + Shft + PgUp
Selects text to end of frame	Ctrl + Shft + End

Selects text to end of line	Shft + End
Selects text to end of frame	Ctrl + Shft + PgDn

Text Tools

Changes the case of selected text	Shft + F3
Shows nonprinting characters such as spaces, tabs, returns, and	Ctrl + Shft + C
Opens the Spell Checker; checks the spelling of the selected text	Ctrl + F12
Shows a list of the document text styles	Ctrl + Shft + S
Opens the Options dialog to the Text page	Ctrl + F10

Toolbox Tool Selection

Draws curves and applies Preset, Brush, Spray, Calligraphic, or Pressure Sensitive effects to the strokes	I
Draws ellipses and circles; double-clicking the tool opens the Toolbox tab of the Options dialog	F7
Erases part of a graphic or splits an object into two closed paths	X
Holding this modifier toggles between Eyedropper and Paintbucket tools while either is selected	Shft
Selects the Freehand Tool	F5
Draws a group of rectangles; double-clicking opens the Toolbox tab of the Options dialog	D
Pans around the drawing by clicking and dragging using this tool	H
Adds a fill to object(s); clicking and dragging on object(s) applies a fountain fill	G
Converts an object to a Mesh Fill object	M
Draws symmetrical polygons; double-clicking opens the Toolbox tab of the Options dialog	Y
Draws rectangles; double-clicking the tool creates a page frame	F6
Edits the nodes of an object; double-clicking the tool selects all nodes on the selected object. Hold [Alt] + [Shift] to activate marquee-style node selecting.	F10
Creates typical CorelDRAW objects by sketching. Hold [Shift] while sketching to erase.	S
Draws spirals; double-clicking opens the Toolbox tab of the Options dialog	A
Adds text; click on the page to add Artistic Text; click and drag to add Paragraph Text	F8
Toggles between the current tool and the Pick tool	Spacebar
	Visual Basic
Launches Visual Basic for Applications Editor	Alt + F11

Zoom and Pan

Brings up the Navigator window allowing you to navigate to any object in the document	N
Pans around the drawing by clicking and dragging using this tool	H

Pans the drawing downward	Alt + 4
Pans the drawing to the left	Alt + 1
Pans the drawing to the right	Alt + 2
Pans the drawing upward	Alt + 3
Opens or closes the View Manager docker	Ctrl + F2
Enables you to perform a zoom action, and then returns to the last-used tool	F2
Zooms out	F3
Zooms in on all objects in the drawing	F4
Displays the entire printable page	Shft + F4
Zooms in on selected objects only	Shft + F2

Align Commands

Aligns selected objects to the bottom	B
Aligns centers of selected objects to page center	P
Horizontally aligns centers of selected objects	E
Aligns selected objects to the left	L
Aligns selected objects to the right	R
Aligns selected objects to the top	T
Vertically aligns centers of selected objects	C