Adobe Illustrator cheat sheet

Frequently used shortcuts

Ctrl + Z	Undo
Shift + Ctrl + Z	Redo
Ctrl + X	Cut
Ctrl + C	Copy
Ctrl + V	Paste
Ctrl + F	Paste in front
Ctrl + B	Paste at back
Shift + Ctrl + B	Paste in place
Alt + Shift + Ctrl + B	Paste on all artboards
Ctrl + I	Check spelling
Shift + Ctrl + K	Open the Color Settings dialog box
Alt + Shift + Ctrl + K	Open the Keyboard Shortcuts dialog box
Ctrl + K	Open the Preferences dialog box

Work with documents

Ctrl + N	Create a document
Shift + Ctrl + N	Create a document from a template
Alt + Ctrl + N	Create a document without opening the New Document dialog box
Ctrl + O	Open a document
Shift + Ctrl + P	Place a file in the document
Alt + Shift + Ctrl + I	Open the File Information dialog box
Alt + Ctrl + P	Open the Document Setup dialog box
Alt + Ctrl + O	Browse in Adobe Bridge
Ctrl + W	Close the document window
Ctrl + S	Save changes made to the document
Shift + Ctrl + S	Open the Save As dialog box
Alt + Ctrl + S	Save a copy of the document
Ctrl + F12	Save the document as script files
Alt + Ctrl + E	Open the Export for screens dialog box
Alt + Shift + Ctrl + S	Open the Save For Web dialog box
Alt + Shift + Ctrl + P	Package the document
Ctrl + P	Print
Ctrl + Q	Exit the application

Select tools

Shift + O	Artboard tool
V	Selection tool
A	Direct Selection tool
Y	Magic Wand tool
Q	Lasso tool
P	Pen tool
Shift + ~	Curvature tool
Shift + B	Blob Brush tool
+	Add Anchor Point tool
-	Delete Anchor Point tool
Shift + C	Switch to Anchor Point tool
T	Type tool
Shift + T	Touch Type tool
\	Line Segment tool
M	Rectangle tool
L	Ellipse tool
B	Paintbrush tool
N	Pencil tool
Shift + N	Shaper tool
R	Rotate tool
O	Reflect tool
S	Scale tool
Shift + R	Warp tool
Shift + W	Width tool
E	Free Transform tool
Shift + M	Shape Builder Tool
Shift + P	Perspective Grid Tool
Shift + V	Perspective Selection Tool
Shift + S	Symbol Sprayer tool
J	Column Graph tool
U	Mesh tool
G	Gradient tool
I	Eyedropper tool

W	Blend tool
K	Live Paint Bucket tool
Shift + L	Live Paint Selection tool
Shift + K	Slice tool
Shift + E	Eraser tool
C	Scissors tool
H	Hand tool
Z	Zoom tool
Alt	Switch to Smooth tool while using Blob Brush tool

View artwork

F	Toggle between screen modes: Normal Screen Mode, Full Screen Mode with Menu Bar, Full Screen Mode
Double click	(double click Hand tool) Fit imageable area in window
Double click	(double click Zoom tool) Magnify 100%
Ctrl + 1	Magnify 100%
Space	Switch to Hand tool (when not in text-edit mode)
Ctrl + Space	Switch to Zoom tool in magnify mode
Ctrl + Alt + Space	Switch to Zoom tool in reduce mode
Space	Move Zoom marquee while dragging with the Zoom tool
Shift + Ctrl + B	Hide bounding box
Control + Alt + Shift + 3	Hide unselected artwork
Alt + Left click + Move the mouse	(drag guide) Convert between horizontal and vertical guide
Ctrl + Shift + Double click	(double click guide) Release guide
Ctrl + H	Show document template
Ctrl + Shift + H	Show/Hide artboards
Ctrl + R	Show/Hide artboard rulers
Shift + Ctrl + D	Show transparency grid
Ctrl + Alt + 0	View all artboards in window
Ctrl + Shift + V	Paste in place on the active artboard
Esc	Exit Artboard tool mode
Shift + Left click + Move the mouse	Create artboard inside another artboard
Ctrl + Left click	Select multiple artboards in the Artboards panel
Ctrl + F6	Navigate to next document
Ctrl + Shift + F6	Navigate to previous document
Ctrl + Alt + F6	Navigate to next document group
Ctrl + Alt + Shift + F6	Navigate to previous document group
Ctrl + Y	Toggle between Outline and GPU Preview of the document
Ctrl + E	Toggle between GPU and CPU Preview of the document
Alt + Shift + Ctrl + Y	View the document in Overprint Preview mode
Alt + Ctrl + Y	View the document in Pixel Preview mode
Esc	Exit Full Screen mode
Ctrl + =	Zoom in
Ctrl + -	Zoom out
Ctrl + ;	Hide guides
Alt + Ctrl + ;	Lock guides
Ctrl + 5	Make guides
Alt + Ctrl + 5	Release guides
Ctrl + U	Show/ hide smart guides
Ctrl + Shift + I	Show/ hide perspective grid
Ctrl + '	Show grid
Shift + Ctrl + '	Snap to grid
Alt + Ctrl + '	Snap to point

Work with selections

Ctrl + `	Switch to last-used selection tool (Selection tool, Direct Selection tool, or Group Selection tool)
Alt	Switch between Direct Selection tool and Group Selection tool
Shift + Left click	Add to a selection with Selection tool, Direct Selection tool, Group Selection tool, Live Paint Selection tool, or Magic Wand tool

Shift + Left click	Subtract a selection with Selection tool, Direct Selection tool, Group Selection tool, or Live Paint Selection tool
Alt + Left click	Subtract from selection with Magic Wand tool
Shift + Left click + Move the mouse	Add to selection with Lasso tool
Alt + Left click + Move the mouse	Subtract from selection with Lasso tool
Caps Lock	Change pointer to cross hair for Lasso tool
Ctrl + Alt + A	Select artwork in active artboard
Alt + C + O	Create crop marks around selected object
Ctrl + A	Select all
Shift + Ctrl + A	Deselect
Ctrl + 6	Reselect
Alt + Ctrl +]	Select the object above the current selection
Alt + Ctrl + [	Select the object below the current selection
Ctrl + Left click then Left click	Select behind an object
Ctrl + Left click then Left click	Select behind in isolation mode
Ctrl + G	Group the selected artwork
Shift + Ctrl + G	Ungroup the selected artwork
Ctrl + 2	Lock a selection
Alt + Ctrl + 2	Unlock a selection
Ctrl + 3	Hide a selection
Alt + Ctrl + 3	Show all selections
Arrow keys	Move selection in user-defined increments
Shift + Arrow keys	Move selection in 10x user-defined increments
Ctrl + Alt + Shift + 2	Lock all deselected artwork
Shift	(hold) Constrain movement to 45° angle (except when using Reflect tool)
Ctrl +]	Bring a selection forward
Shift + Ctrl +]	Move a selection to the front
Ctrl + [	Send a selection backward
Shift + Ctrl + [	Move a selection to the back

Note: Set keyboard increments in General Preferences (Ctrl/ Cmd + K).

Draw

Shift + Left click + Move the mouse	Constrain a shape's proportions or orientation to: equal height and width for rectangles, rounded rectangles, ellipses, and grids
Shift + Left click + Move the mouse	Increments of 45° for line and arc segments
Shift + Left click + Move the mouse	Original orientation for polygons, stars, and flares
Space + Left click + Move the mouse	Move a shape while drawing it
Alt + Left click + Move the mouse	Draw from the center of a shape (except for polygons, stars, and flares)
Alt + Left click + Move the mouse	Keep the sides of a star straight

Start dragging, then press one of these shortcuts:

Up arrow / Down arrow	Increase or decrease polygon sides, star points, arc angle, spiral winds, or flare rays
Ctrl	(hold down) Keep the inner radius of a star constant
C	(hold down) Switch between an open and closed arc
F	(hold down) Flip an arc, keeping the reference point constant
Alt + Left click + Move the mouse	Add or subtract winds from a spiral while increasing the length of the spiral
Ctrl + Left click + Move the mouse	Change the decay rate of a spiral
Up arrow / Down arrow	Add or remove horizontal lines from a rectangular grid or concentric lines from a polar grid
Left arrow / Right arrow	Add or remove vertical lines from a rectangular grid or radial lines from a polar grid
F	Decrease the skew value for horizontal dividers in a

	rectangular grid or radial dividers in a polar grid by 10%
V	Increase the skew value for horizontal dividers in a rectangular grid or radial dividers in a polar grid by 10%
X	Decrease the skew value for vertical dividers in a rectangular grid or concentric dividers in a polar grid by 10%
C	Increase the skew value for vertical dividers in a rectangular grid or concentric dividers in a polar grid by 10%
-	
]	Increase size of Blob Brush
[	Decrease size of Blob Brush
Shift	Constrain Blob Brush path horizontally or vertically
Shift + D	Switch through drawing modes

Select the paths, then use those shortcuts:

Ctrl + J	Join two or more paths
Alt + Ctrl + J	Average two or more paths
Shift + Ctrl + Alt + J	Create corner or smooth join
-	
Ctrl + 8	Create a compound path
Alt + Shift + Ctrl + 8	Release a compound path
Shift + Ctrl + F8	Edit a pattern
Shift + P	Perspective Grid Tool
Shift + V	Perspective Selection Tool
Ctrl + Shift + I	Perspective Grid
5 + Left click + Move the mouse	(drag object) Moving objects perpendicularly

Use the Perspective Selection tool and then press 1 for left grid, 2 for horizontal grid, 3 for right grid, or 4 for no active grid.

Ctrl + Alt + Left click + Move the mouse	Copying objects in perspective
Ctrl + D	Repeat transforming objects in perspective
Shift + D	Switching between drawing modes

Edit shapes

Alt	Switch Pen tool to Convert Anchor Point tool
Alt	Switch between Add Anchor Point tool and Delete Anchor Point tool
Alt	Switch Scissors tool to Add Anchor Point tool
Alt	Switch Pencil tool to Smooth tool
Space + Left click + Move the mouse	Move current anchor point while drawing with Pen tool
Alt + Left click + Move the mouse	Cut a straight line with Knife tool
Shift + Alt + Left click + Move the mouse	Cut at 45° or 90° with Knife tool
Alt + Left click	(click Shape mode) Use shape mode buttons in Pathfinder panel to create compound paths
Alt + Left click	(click the closed region) Erase unwanted closed regions created using Shape Builder tool
Shift + M	Select the Shape Builder tool
Shift + Left click + Move the mouse	Display rectangular marquee to easily merge multiple paths (when using Shape Builder tool)
Shift + }	Increase the intensity of symbols (when using Symbolism tool)
Shift + {	Decrease the intensity of symbols (when using Symbolism tool)
Alt + Ctrl + B	Blend objects
Alt + Shift + Ctrl + B	Finish adding objects to the blend
Alt + Ctrl + Shift + W	Distort objects using a warp-shaped envelope
Alt + Ctrl + M	Distort objects using a mesh as the shape of the envelope
Alt + Ctrl + C	Distort objects using another object as the shape of the envelope

Work with Live Paint groups

Alt + Left click	(click Live Paint Bucket tool) Switch to Eyedropper tool and sample fill and/or stroke
Alt + Shift + Left click	(click Live Paint Bucket tool) Switch to Eyedropper tool and sample color from an image or intermediate color from a gradient
Shift + Left click	(click Live Paint Bucket tool) Select opposite Live Paint Bucket tool options (if Paint Fills and Paint Strokes are currently selected, switch to Paint Fills only)
Double click + Left click	(click Live Paint Bucket tool) Fill across unstroked edges into adjacent faces
Click three times (rapidly) + Left click	(click Live Paint Bucket tool) Fill all faces that have same fill and stroke all edges that have same stroke
Alt + Left click	(click Live Paint Selection tool) Switch to Eyedropper tool and sample fill and/or stroke
Alt + Shift + Left click	(click Live Paint Selection tool) Switch to Eyedropper tool and sample color from an image or intermediate color from a gradient
Shift + Left click	(click Live Paint Selection tool) Add to/subtract from a selection
Double click	(click Live Paint Selection tool) Select all connected faces /edges with same fill/stroke
Triple + Left click	(click Live Paint Selection tool) Select all faces/edges with same fill/stroke

Work with objects

Alt + Left click	Set origin point and open dialog box when using Rotate tool, Scale tool, Reflect tool, or Shear tool
Alt + Left click + Move the mouse	Duplicate and transform selection when using Selection tool, Scale tool, Reflect tool, or Shear tool
~ + Left click + Move the mouse	Transform pattern (independent of object) when using Selection tool, Scale tool, Reflect tool, or Shear tool
Ctrl + D	Reapply a transformation to an object
Ctrl + 4	Apply last pathfinder effect to the selected object
Shift + Ctrl + M	Move an object
Alt + Shift + Ctrl + D	Open the Transform Each dialog box
Ctrl + 7	Make a clipping mask
Alt + Ctrl + 7	Release a clipping mask
X	Toggle between fill and stroke
D	Set fill and stroke to default
Shift + X	Swap fill and stroke
>	Select gradient fill mode
Alt + Ctrl + G	Hide gradient annotator (when using the Gradient tool)
<	Select color fill mode
/	Select no stroke/fill mode
Shift + Left click	(click Eyedropper tool) Sample color from an image or intermediate color from gradient
Alt + Shift + Left click	(click Eyedropper tool) Sample style and append appearance of currently selected item
Ctrl + /	Add new fill
Ctrl + Alt + /	Add new stroke
Ctrl + Left click	(click gradient button in Tools panel or Gradient panel) Reset gradient to black and white
Alt + Ctrl + X	Make Live Paint (when using the Paint Bucket tool)
[	Decrease Bristle brush size
]	Increase Bristle brush size

Create variable width points

Shift + Left click	Select multiple width points
Alt + Left click + Move the mouse	Create non-uniform widths

Alt + Left click + Move the mouse	(click the width point) Create a copy of the width point
Shift + Left click + Move the mouse	Change the position of multiple width points
Del	Delete selected width point
Esc	Deselect a width point

Work with type

Left arrow / Right arrow	Move one character left or right
Up arrow / Down arrow	Move up or down one line
Ctrl + Left arrow / Right arrow	Move one word left or right
Ctrl + Up arrow / Down arrow	Move up or down one paragraph
Shift + Ctrl + Left arrow / Right arrow	Select one word left or right
Shift + Ctrl + Up arrow / Down arrow	Select one paragraph before or after
Shift + Left click	Extend existing selection
Ctrl + Shift + L	Align paragraph left
Ctrl + Shift + R	Align paragraph right
Ctrl + Shift + C	Align paragraph center
Ctrl + Shift + J	Justify text left
Shift + Ctrl + F	Justify all lines
Alt + Shift + Ctrl + C	Toggle line composer
Shift + Enter	Insert soft return
Ctrl + Alt + K	Highlight kerning
Ctrl + Shift + X	Reset horizontal scale to 100%
Ctrl + Shift + .	or , Increase or decrease font size
Alt + Ctrl + Shift + . or Alt + Ctrl + Shift + ,	Increase or decrease font size by steps
Alt + Up arrow / Down arrow	Increase or decrease leading (horizontal text)
Alt + Left arrow / Right arrow	Increase or decrease leading (vertical text)
Alt + Ctrl + K	Select tracking value
Ctrl + Alt + Q	Reset tracking/kerning to 0
Alt + Left arrow / Right arrow	Increase or decrease kerning and tracking (horizontal text)
Alt + Up arrow / Down arrow	Increase or decrease kerning and tracking (vertical text)
Ctrl + Alt + Left arrow / Right arrow	Increase or decrease kerning and tracking by five times (horizontal text)
Ctrl + Alt + Up arrow / Down arrow	Increase or decrease kerning and tracking by five times (vertical text)
Alt + Shift + Up arrow / Down arrow	Increase or decrease baseline shift (horizontal text)
Alt + Left arrow / Right arrow	Increase or decrease baseline shift (vertical text)
Shift	Switch between Type and Vertical Type, Area Type and Vertical Area Type, and Path Type and Vertical Path Type tools
Alt	Switch between Area Type and Path Type, Vertical Area Type and Vertical Path Type tools
Shift + Ctrl + O	Create outlines
Ctrl + T	Open the Character panel
Alt + Ctrl + T	Open the Paragraph panel
Shift + Ctrl + T	Open the Tabs panel
Alt + Shift + Ctrl + T	Open the OpenType panel
Alt + 8	Insert bullets
Alt + G	Insert copyright symbol
Alt + ;	Insert ellipsis
Alt + 7	Insert paragraph symbol
Alt + 6	Insert section symbol
Alt + 2	Insert trademark symbol
Alt + R	Insert registered trademark symbol
Shift + Ctrl + =	Superscript
Alt + Shift + Ctrl + =	Subscript
Alt + Shift + -	Insert em dash
Alt + -	Insert en dash
Shift + Ctrl + -	Insert discretionary hyphen

Alt + Shift + Ctrl + H	Toggle auto-hyphenation
Alt + [	Insert double left quotation marks
Alt + Shift + [	Insert double right quotation marks
Alt +]	Insert single left quotation marks
Alt + Shift +]	Insert single right quotation marks
Shift + Ctrl + M	Insert em space
Shift + Ctrl + N	Insert en space
Alt + Shift + Ctrl + M	Insert thin space
Alt + Ctrl + I	Show hidden characters

Note: To change the increment value for type shortcuts, choose Edit > Preferences >Type(Windows) or Illustrator > Preferences >Type (macOS). Enter the values you want in the Size/Leading, Baseline Shift, and Tracking text boxes, and click OK.

Using panels

Alt + Left click	(click New button) Set options (except for Actions, Brushes, Swatches, and Symbols panels)
Alt + Shift + Ctrl + U	Switch units of measurement
Alt + Left click	(click Delete button) Delete without confirmation (except for Layers panel)
Shift + Enter	Apply value and keep text box active
Shift + Left click	Select range of actions, brushes, layers, links, styles, or swatches
Ctrl + Left click	Select noncontiguous actions, brushes, layers (same level only), links, styles, or swatches
Tab	Show/Hide all panels
Shift + Tab	Show/Hide all panels except the Tools panel and Control panel
Ctrl + Up arrow / Down arrow	Increase/ decrease values in logical fractions of the measurement unit
Shift + Up arrow / Down arrow	Increase/ decrease measurement unit by 10x

Actions panel

Alt + Left click	(click expansion triangle) Expand/Collapse entire hierarchy for action set
Double click	(double click folder icon) Set options for action set
Ctrl + Left click	(click Play Current Selection button) Play a single command
Alt + Left click	(click New Action button) Begin recording actions without confirmation

Brushes panel

Double click	(double click brush) Open Brush Options dialog box
Left click + Move the mouse	(drag brush to New Brush button) Duplicate brush

Character and Paragraph panels

Ctrl + T	Open the Character panel
Alt + Ctrl + T	Open the Paragraph panel
Up arrow / Down arrow	Increase/decrease the selected value by a small increment
Shift + Up arrow / Down arrow	Increase/decreases the selected value by a large increment
Ctrl + Up arrow / Down arrow	Increase/decrease the selected value by a fraction
Ctrl + Alt + Shift + F	Highlight the font name field in the Character panel

Color panel

Ctrl + Left click	(click color bar) Select the complement for the current color fill/stroke
Alt + Left click	(click color bar) Change the nonactive fill/stroke
Ctrl + Alt + Left click	(click color bar) Select the complement for the nonactive fill/stroke
Ctrl + Shift + Left click	(click color bar) Select the inverse for the current fill/stroke
Ctrl + Shift + Alt + Left click	(click color bar) Select the inverse for the nonactive

	fill/stroke
Shift + F3	Open Color Guide
Shift + Left click	(click color bar) Change the color mode
Shift + Left click + Move the mouse	(drag color slider) Move color sliders in tandem
Double click	(double click to right of a numerical field) Switch between percentage and 0-255 values for RGB

Gradient panel

Alt + Left click + Move the mouse	Duplicate color stops
Alt + Left click + Move the mouse	(drag color stop onto another stop) Swap color stops
Alt + Left click	(click swatch in the Swatches panel) Apply swatch color to active (or selected) color stop
Ctrl + Left click	(click Gradient Fill box in the Gradient panel) Reset the gradient fill to default black and white linear gradient
Ctrl + Alt + G	Show/Hide gradient arrow
Alt + Left click + Move the mouse	(drag end point of gradient annotator) Modify angle and end-point together
Shift + Left click + Move the mouse	Constrain Gradient tool or Gradient annotator while dragging
G	View Gradient annotator in selected gradient filled object

Layers panel

Ctrl + L	Add a layer
Alt + Ctrl + L	Add a layer while opening the New Layer dialog box
Alt + Left click	(click layer name) Select all objects on the layer
Alt + Left click	(click eye icon) Show/hide all layers but the selected one
Ctrl + Left click	(click eye icon) Select Outline/Preview view for the selected layer
Ctrl + Alt + Left click	(click eye icon) Select Outline/Preview view for all other layers
Alt + Left click	(click lock icon) Lock/unlock all other layers
Alt + Left click	(click expansion triangle) Expand all sublayers to display entire hierarchy
Alt + Left click	(click New Layer button) Set options as you create new layer
Alt + Left click	(click New Sublayer button) Set options as you create new sublayer
Ctrl + Alt + Left click	(click New Sublayer button) Place new sublayer at bottom of layer list
Ctrl + Left click	(click New Layer button) Place layer at top of layer list
Ctrl + Alt + Left click	(click New Layer button) Place layer below selected layer
Alt + Left click + Move the mouse	(drag selection) Copy the selection to a layer, sublayer, or group

Swatches panel

Ctrl + Left click	(click New Swatch button) Create new spot color
Ctrl + Shift + Left click	(click New Swatch button) Create new global process color
Alt + Left click + Move the mouse	(drag a swatch over another) Replace swatch with another

Transform panel

Shift + Enter	Apply a value and keep focus in edit field
Alt + Enter	Apply a value and copy object
Ctrl + Enter	Apply a value and scale option proportionately for width or height

Transparency panel

Shift + Ctrl + E	Apply last effect to the selected object
Alt + Shift + Ctrl +	Apply last effect to the selected

E	object by adjusting the values in the effects dialog box
Alt + Left click	(click on mask thumbnail) Change mask to grayscale image for editing
Shift + Left click	(click on mask thumbnail) Disable opacity mask
Shift + Left click	(click on disabled mask thumbnail) Re-enable opacity mask
Left click + Up arrow / Down arrow	(click opacity field then up or down) Increase/decrease opacity in 1% increments
Shift + Left click + Up arrow / Down arrow	(Shift + click opacity field then up or down) Increase/decrease opacity in 10% increments

Function keys

F1	Invoke Help
F2	Cut
F3	Copy
F4	Paste
F5	Show/hide Brushes panel
F6	Show/hide Color panel
F7	Show/hide Layers panel
F8	Create new symbol
Ctrl + F8	Show/hide Info panel
Ctrl + F9	Show/hide Gradient panel
Ctrl + F10	Show/hide Stroke panel
Ctrl + F11	Show/hide Attributes panel
F12	Revert
Shift + F5	Show/hide Graphic Styles panel
Shift + F6	Show/hide Appearance panel
Shift + F7	Show/hide Align panel
Shift + F8	Show/hide Transform panel
Shift + Ctrl + F9	Show/hide Pathfinder panel
Shift + Ctrl + F10	Show/hide Transparency panel
Shift + Ctrl + F11	Show/hide Symbols panel

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More information: defkey.com/adobe-illustrator-shortcuts

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