



# FastStone Capture 9.2 cheat sheet

## Capture

Alt + Print Screen	Capture active window
Shift + Print Screen	Capture window / object
Ctrl + Print Screen	Capture rectangular region
Ctrl + Shift + Print Screen	Capture freehand region
Print Screen	Capture full screen
Ctrl + Alt + Print Screen	Capture scrolling window
Ctrl + Shift + Alt + Print Screen	Capture fixed region

## Editor - General

Ctrl	(in Scroll Mode) Hold Ctrl to switch to Rectangle Select Mode temporarily
Left click + Move the mouse	(in Select Mode) Make a selection
Shift + Left click + Move the mouse	(in Select Mode) Make multiple selection
Left click + Move the mouse	(on a selection) Move the selection
Ctrl + Left click + Move the mouse	(on a selection) Move a copy of a selection
Right click + Move the mouse	Pan / scroll image if it is larger than the window
Ctrl + D	Cancel the selection
Double click or X or Enter	(on a selection) Crop the image
Wheel up and wheel down	Zoom in / out on the image. This shortcut can be changed to scroll up / down in Options
Ctrl + Wheel up and wheel down	Zoom in / out or scroll up / down the image based on the settings
Shift + Wheel up and wheel down	Zoom in / out image
[1 - 9]	Zoom the image 100%, 200%, 300%, ...900%
1 or Space or /	Display the image in actual size (100%)
0	Display image in best fit within the window

Z	Fit the selection to the window
+	Zoom in
-	Zoom out
Ctrl + S	Save the image
Ctrl + Shift + S	Save all changed images
Alt + S	Save the selected part of the image
Ctrl + R	Resize the image
Ctrl + K	Canvas size
Ctrl + Q	Expand canvas
Ctrl + P	Print the whole part or part (if selected) of the image
Ctrl + C	Copy the whole part or part (if selected) of the image
Ctrl + V	Paste from Windows clipboard
Ctrl + X	Cut the selected part
D	Add text, arrowed line and other objects to the image
E	Edit the image in the specified external editor
G	Apply some edge effects / watermark to the image
N	Add caption to the image
T	Crop the image
B	Add blur effect to the selected area of the image
U	Sharpen / Blur
Ctrl + I	Negative
C	Clone
O	Apply a spotlight effected to the selected area of the image
F	Reflection
Ctrl + T	Make background transparent
Alt + W	Send image to Microsoft Word
Alt + E	Send image to Microsoft Excel
Alt + P	Send image to Microsoft PowerPoint
Alt + Left arrow / Right arrow	Previous / next tab
Alt + Home	First tab
Alt + End	Last tab
Alt + Wheel up	Previous / next tab

and wheel down

Alt + Q	Close current tab
Ctrl + Shift + Q	Close all tabs
Alt + [1 - 9]	Open a recent file
Alt + A	Open all recent files
Esc	Close the editor

## Editor - Colors

Ctrl + E	Adjust colors
Ctrl + L	Adjust lighting
Ctrl + Shift + O	Count colors
Ctrl + Shift + P	Screen color picker
Ctrl + Shift + 8	Reduce number of colors to 256 (8-bit)
Ctrl + Shift + 7	Reduce number of colors to 128 (7-bit)
Ctrl + Shift + 6	Reduce number of colors to 64 (6-bit)
Ctrl + Shift + 5	Reduce number of colors to 32 (5-bit)
Ctrl + Shift + 4	Reduce number of colors to 16 (4-bit)
Ctrl + Shift + 3	Reduce number of colors to 8 (3-bit)
Ctrl + Shift + 2	Reduce number of colors to 4 (2-bit)
Ctrl + Shift + 1	Reduce number of colors to 2 (1-bit)

## Tools menu

Ctrl + G	Convert images to PDF file
Ctrl + H	Join images side by side

## Misc

F12	Settings
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*Last modification: 11/11/2019 8:10:45 PM*

*More information:* [defkey.com/fil/faststone-capture-shortcuts](https://defkey.com/fil/faststone-capture-shortcuts)

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