



LibreOffice Impress raccourcis clavier

Function keys

F2	Edit text
F3	Enter Group
Ctrl + F3	Exit Group
Maj + F3	Duplicate
F4	Position and Size
F5	View Slide Show
Ctrl + Maj + F5	Navigator
F7	Spellcheck
Ctrl + F7	Thesaurus
F8	Edit Points.
Ctrl + Maj + F8	Fit text to frame
F11	Styles and Formatting

Slide shows

Échap	End presentation
Espace ou Right ou Down ou Pg Suiv ou Entrée ou Entrée ou N	Play next effect (if any, else go to next slide)
Alt + Pg Suiv	Go to next slide without playing effects
[Num 1 - 9] puis Entrée	Type a number of a slide and press Enter to go to the slide
Left ou Up ou Retour Arrière ou Pg Préc ou Pg Préc	Play previous effect again. If no previous effect exists on this slide, show previous slide
Alt + Pg Préc	Go to the previous slide without playing effects
Debut	Jump to first slide in the slide show
End	Jump to the last slide in the slide show
Ctrl + Pg Préc	Go to the previous slide
Ctrl + Pg Suiv	Go to the next slide
B ou .	Show black screen until next key or mouse wheel event
W ou ,	Show white screen until next key or mouse wheel event

Normal view

+	Zoom in
-	Zoom out
Num *	Fit page in window
Num /	Zoom in on current selection
Maj + Ctrl + G	Group selected objects
Maj + Ctrl + Alt + A	Ungroup selected group
Ctrl + Clic gauche	Enter a group, so that you can edit the individual objects of the group. Click outside the group to return to the normal view
Maj + Ctrl + K	Combine selected objects
Maj + Ctrl + K	Split selected object. This combination only works on an object that was created by combining two or more objects
Ctrl + +	Bring to Front
Maj + Ctrl + +	Bring Forward
Ctrl + -	Send Backward
Maj + Ctrl + -	Send to Back

Editing text

Ctrl + -	Soft hyphens; hyphenation set by you
Ctrl + Maj + -	Non-breaking hyphen (is not used for hyphenation)
Ctrl + Maj + Espace	Non-breaking spaces. Non-breaking spaces are not used for hyphenation and are not expanded if the text is justified
Maj + Entrée	Line break without paragraph change
Flèche gauche	Move cursor to left
Maj + Flèche gauche	Move cursor with selection to the left
Ctrl + Flèche gauche	Go to beginning of word
Ctrl + Maj + Flèche gauche	Selecting to the left word by word
Flèche droite	Move cursor to right
Maj + Flèche droite	Move cursor with selection to the right
Ctrl + Flèche	Go to start of next word

droite	
Ctrl + Maj + Flèche droite	Selecting to the right word by word
Flèche vers le haut	Move cursor up one line
Maj + Flèche vers le haut	Selecting lines in an upwards direction
Ctrl + Flèche vers le haut	Move cursor to beginning of the previous paragraph
Ctrl + Maj + Flèche vers le haut	Select to beginning of paragraph. Next keystroke extends selection to beginning of previous paragraph
Flèche vers le bas	Move cursor down one line
Maj + Flèche vers le bas	Selecting lines in a downward direction
Ctrl + Flèche vers le bas	Move cursor to end of paragraph. Next keystroke move cursor to end of next paragraph
Ctrl + Maj + Flèche vers le bas	Select to end of paragraph. Next keystroke extends selection to end of next paragraph
Debut	Go to beginning of line
Maj + Debut	Go and select to the beginning of a line
End	Go to end of line
Maj + End	Go and select to end of line
Ctrl + Debut	Go to start of text block in slide
Ctrl + Maj + Debut	Go and select text to start of text block in slide
Ctrl + End	Go to end of text block in slide
Ctrl + Maj + End	Go and select text to end of document
Ctrl + Suppr	Delete text to end of word
Ctrl + Retour Arrière	Delete text to beginning of word
Ctrl + Retour Arrière	In a list: delete an empty paragraph in front of the current paragraph
Ctrl + Maj + Suppr	Delete text to end of sentence
Ctrl + Maj + Retour Arrière	Delete text to beginning of sentence

General

Touches directionnelles	Moves the selected object or the page view in the direction of the arrow
Ctrl + Touches directionnelles	Move around in the page view
Maj + Déplacer la souris	Constrains the movement of the selected object horizontally or vertically
Ctrl + Déplacer la souris	Hold down Ctrl and drag an object to create a copy of the object
Alt	(with Copy when moving option active) Hold down Alt to draw or resize objects by dragging from the center of the object outward
Alt + Clic gauche	Select the object behind the currently selected object
Alt + Maj + Clic gauche	Select the object in front of the currently selected object
Maj + Clic gauche	Select adjacent items or a text passage. Click at the start of a selection, move to the end of the selection, and then hold down Shift while you click
Maj + Déplacer la souris	(when resizing) Hold down Shift while dragging to resize an object to maintain the proportions of the object
Tab	Select objects in the order in which they were created
Maj + Tab	Select objects in the reverse order in which they were created
Échap	Exit current mode
Entrée	Activate a placeholder object in a new presentation (only if the frame is selected)
Ctrl + Entrée	Moves to the next text object on the slide
IF	there are no text objects on the slide, or if you reached the last text object, a new slide is inserted after the current slide. The new slide uses the same layout as the current slide
Pg Préc	Switch to the previous slide. No function on the first slide

Pg Suiv	Switch to the next slide. No function on the last slide
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Slide Sorter

Debut ou End	Set the focus to the first/last slide
left/right ou Pg Préc ou Pg Suiv	Set the focus to the next/previous slide
Entrée	Change to Normal Mode with the active slide

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