



# Adobe Experience Manager 6.4 (Windows) cheat

## sheet Adaptive Form Editor

|                                |                                                                                                         |
|--------------------------------|---------------------------------------------------------------------------------------------------------|
| Alt + Enter                    | Open Properties browser for the selected adaptive form component                                        |
| Ctrl + Alt + W                 | Close Properties browser for the selected adaptive form component                                       |
| Ctrl + S                       | Save changes in the Properties browser for the selected adaptive form component                         |
| Ctrl + Alt + Enter             | Edit rule for the selected adaptive form component                                                      |
| Ctrl + Shift + M               | Toggle between Preview and the currently selected mode (for example, Edit, Scaffolding, etc.)           |
| Ctrl + Z                       | Undo last change                                                                                        |
| Ctrl + Y                       | Redo last change                                                                                        |
| Shift + Left click             | Select multiple components                                                                              |
| Ctrl + C                       | Copy selected component                                                                                 |
| Ctrl + X                       | Cut selected component(s). The cut component does not disappear until it is pasted to the new location. |
| Ctrl + V                       | Paste component(s)                                                                                      |
| Ctrl + Del or Ctrl + Backspace | Delete selected component(s)                                                                            |
| Ctrl + B                       | Make text bold while using Rich Text Editor component in Preview mode                                   |
| Ctrl + I                       | Italicize text while using Rich Text Editor component in Preview mode                                   |
| Ctrl + U                       | Make text bold while using Rich Text Editor component in Preview mode                                   |

## Theme Editor

|                |                                                                |
|----------------|----------------------------------------------------------------|
| Alt + Enter    | Open properties browser for the selected component in a theme  |
| Ctrl + Alt + W | Close properties browser for the selected component in a theme |
| Ctrl + Z       | Undo last change                                               |
| Ctrl + Y       | Redo last change                                               |

|          |                                                                              |
|----------|------------------------------------------------------------------------------|
| Ctrl + S | Save changes in the Properties browser for the selected component in a theme |
|----------|------------------------------------------------------------------------------|

## Content Browser

|                           |                                                                                       |
|---------------------------|---------------------------------------------------------------------------------------|
| Ctrl + A then Right arrow | Expand all accordions in the Form Objects tree of the Content browser when in focus   |
| Ctrl + A then Left arrow  | Collapse all accordions in the Form Objects tree of the Content browser when in focus |
| Right arrow               | Expand the selected accordion in the Form Objects tree                                |
| Left arrow                | Collapse selected accordion in the Form Objects tree                                  |
| Down arrow                | Select the next item in the Forms Objects tree                                        |
| Up arrow                  | Select the previous item in the Forms Objects tree                                    |

## Correspondence Management

This section lists various keyboards and accessibility shortcuts that you can use in Correspondence Management text editor. You can use these shortcuts while you are:

Creating or editing a Text asset

Editing a text module after tapping the relevant Edit icon ( edittextmodule) when creating a correspondence.

Text selection and moving the cursor around:

|                            |                                                       |
|----------------------------|-------------------------------------------------------|
| Ctrl + Shift + Right arrow | Select current word                                   |
| Ctrl + Shift + Left arrow  | Select previous word                                  |
| Ctrl + Shift + Up arrow    | Extend a selection to the beginning of a paragraph    |
| Ctrl + Shift + Down arrow  | Extend a selection to the end of a paragraph          |
| Ctrl + A                   | Select all the text in the text editor                |
| Ctrl + Right arrow         | Move the cursor to the beginning of the next word     |
| Ctrl + Left arrow          | Move the cursor to the beginning of the previous word |

|                     |                                                                |
|---------------------|----------------------------------------------------------------|
| Ctrl + Down arrow   | Move the cursor to the next paragraph.                         |
| Ctrl + Up arrow     | Move the cursor to the previous paragraph.                     |
| Shift + Left arrow  | Select text one by one character in back direction             |
| Shift + Right arrow | Select text one by one character in forward direction          |
| Shift + Up arrow    | Select text one by one paragraph in back direction             |
| Shift + Down arrow  | Select text one by one paragraph in forward direction          |
| Shift + Page Up     | Select text until starting from current position of page       |
| Shift + Page Down   | Select text until ending from end position of page             |
| Page Down           | Move cursor to end of page                                     |
| Page Up             | Move cursor to the start of page                               |
| Shift + Ctrl + End  | Select text from current position to the end (of the module)   |
| Shift + Ctrl + Home | Select text from current position to the start (of the module) |
| Ctrl + Home         | Move cursor to the starting position                           |
| Ctrl + End          | Move cursor to the ending position                             |

## Text alignment:

|          |                                 |
|----------|---------------------------------|
| Ctrl + E | Make a paragraph center aligned |
| Ctrl + L | Make a paragraph left aligned   |
| Ctrl + R | Make a paragraph right aligned  |
| Ctrl + J | Make a paragraph justified      |

## Undo and redo actions:

|          |      |
|----------|------|
| Ctrl + Z | Undo |
| Ctrl + Y | Redo |

## Changing font size:

|                  |                        |
|------------------|------------------------|
| Ctrl + Shift + > | Increase the font size |
| Ctrl + Shift + < | Decrease the font size |

## Deleting a word:

|                  |                                |
|------------------|--------------------------------|
| Ctrl + Backspace | Delete word to left of cursor  |
| Ctrl + Del       | Delete word to right of cursor |

## Copy and paste:

|                            |            |
|----------------------------|------------|
| Ctrl + V or Shift + Insert | Paste text |
|----------------------------|------------|

|          |                        |
|----------|------------------------|
| Ctrl + X | Cut the selected text  |
| Ctrl + C | Copy the selected text |

## Formatting:

|                            |                   |
|----------------------------|-------------------|
| Ctrl + Alt + B or Ctrl + B | Make letters bold |
|----------------------------|-------------------|

Ctrl + Alt + I or Ctrl + I  
+ I

|                            |                   |
|----------------------------|-------------------|
| Ctrl + Alt + U or Ctrl + U | Underline letters |
|----------------------------|-------------------|

Source: AEM Forms Keyboard Shortcuts

Last modification: 2022. 7. 17. ☐☐ 4:07:58

More information: [defkey.com/ko/adobe-experience-manager-6-4-shortcuts](https://defkey.com/ko/adobe-experience-manager-6-4-shortcuts)

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