



Articulate Storyline cheat sheet

General

Alt + H	Go to the home button of the menu	Ctrl + W	Close the scene
Alt + N	Go to the Insert button of the menu	Ctrl + Y	Go to the last-performed stage
Alt + G	Go to the Design button of the menu	Ctrl + Z	Undo the changes
Alt + A	Animations option	Ctrl + Enter	Open up the format shape window
Alt + W	If you want to change your slide views, this key takes you to view the menu window	Ctrl + F12	Preview the current slide
Alt + E	Open the help window	Shift + F9	Show or hide grid lines
Alt + D	Play or Pause the video while recording	Shift + F12	Preview the current scene
Ctrl + Left click + Move the mouse	Copy and resize the selected objects on slide	Shift + F10	Open the properties of the selected object
Ctrl + A	Copy all the selected objects on the slide	Shift + Left click + Move the mouse	Move or resize the object
Ctrl + B	Bold the selected text	Alt + Left click + Move the mouse	Resize the object in pixels
Ctrl + C	Copy the selected text or object	Ctrl + Wheel up and wheel down	Zoom in and zoom out
Ctrl + D	Duplicate any selected object or text	Ctrl + Arrow	Move the selected object by one pixel
Ctrl + E	Align text to the top	Ctrl + Shift + Arrow keys	Resize the selected object by one pixel
Ctrl + F	Spot any word on the slide	Ctrl + Shift + C	Copy the format of the selected object
Ctrl + G	Group multiple objects, for example images, text (you can't group audio files)	Ctrl + Shift + V	Paste the copied format of the selected object
Ctrl + I	Italicize the text on the slide	Ctrl + Shift + G	Ungroup the selected group
Ctrl + J	Insert picture on the slide	Ctrl + Shift + Enter	Open the size and position window
Ctrl + K	Open the trigger wizard window to assign trigger	Esc	Save the recorded video
Ctrl + L	Align the text to left	Alt + F4	Close storyline
Ctrl + M	Open the Insert slidewindow	Print Screen	Take screenshots
Ctrl + N	Create a new storyline file	Home	Move the drag point in the timeline to the start (when the timeline is selected)
Ctrl + O	Open an existing storyline file	End	Move the drag point in the timeline to the end (when the timeline is selected)
Ctrl + R	Align text to the right	C	Add a marker that is called cue point in the timeline. (This helps in making identification on the timeline and very helpful to synchronize audio.)
Ctrl + S	Save the current project	Space	Pause and play the timeline in the normal view
Ctrl + T	Insert a text box	F1	Go to the help page
Ctrl + P	Publish to the word format		
Ctrl + U	Underline selected text		
Ctrl + V	Paste anything that is copied recently		

F2	Select the text in the text box
F3	Go to the normal view
F4	Go to the slide master
F5	Go to the feedback master
F7	Find spelling errors
F10	Publish the course
F12	Preview the entire project

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More information: defkey.com/ro/articulate-storyline-shortcuts

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