

Convenient Keyboard Shortcuts

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Well, I've been gone for a while, and it's great to be back, so I thought I'd share a few of my favorite keyboard shortcuts for getting things done quickly and easily.

Once you get used to using them, they save a lot of time over searching for buttons on screen to click with your mouse.

The way that this works is, you hold down the first key, then press any additional keys while holding the first one (or more) down. So if you see something listed as **CTRL + A**, you would press and hold the **CTRL** key and then press the **A** key on your keyboard.

For convenience, I've broken a few of the most useful shortcuts out by program. If you are interested in adding more to your collection, the shortcuts are usually listed next to the icons. Hovering with the mouse over an icon without clicking on it will show the shortcut, as well as the description of the icon.

(And this isn't all of them, just a few of the more useful ones.)

Wishblade, CraftRobo & Silhouette (Robomaster) software shortcuts:

CTRL+N	Creates a N ew file.
CTRL+O	O pens a file.
CTRL+S	S aves a file.
CTRL+B	Opens the GSD file B rowser.
CTRL+P	P rints your file.
CTRL+F	Loads a DXF F ile. (Not available on WB version 2.2)
CTRL+C	C opies whatever you have selected and hides a copy in your clipboard. You can't see it, but it's there until you paste it somewhere, or copy something else.
CTRL+V	Pastes whatever you have copied to the clipboard. (Note: It's not a P for P aste because that is already used for P rint.) In these programs, the second copy will be pasted right on top of the first one. You can tell because the selection lines will turn yellow. Be sure to move the second copy if you don't want to the program to cut twice in the same place.
CTRL+Z	Undo shortcut. Will reverse your last step. Unfortunately you just get one undo in these programs.

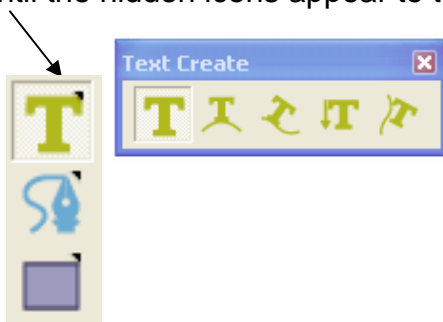
Create & Cut software shortcuts:

CTRL+N	Creates a N ew file.
CTRL+O	O pens a file.
CTRL+S	S aves a file.
CTRL+B	Document Setup.
CTRL+P	P rints your file.
CTRL+L	Cut / Plot.
CTRL+C	C opies whatever you have selected and hides a copy in your clipboard. You can't see it, but it's there until you paste it somewhere, or copy something else.
CTRL+V	Pastes whatever you have copied from the clipboard to the page. (Note: It's not a P for P aste because that is already used for P rint.) In this program, the second copy will be attached to your cursor until you click on the page to place it where you want it.
CTRL+Z	Undo shortcut. Will reverse your last step. (Multiple undos available.)
CTRL+Y	Redo shortcut. Will reverse your last undo.
CTRL+A	Select All. Selects everything on the page.
A	Select Tool. (Note: These don't work if you are typing text.)
T	Text Tool.
N	Select Point Tool.
P	Bezier P ath Tool.
R	R ectangle Tool.
O	O val Tool.
G	Poly G on Tool.
S	S tar Tool.
Z	Z oom Tool.

I should also mention that this program has **Breakaway Tool Palettes**, which make it easier to access the hidden icons on the toolbar.

To see the hidden icons:

For any icon that has a tiny black triangle in the upper right corner, just click and hold down on the icon until the hidden icons appear to the side.



You can break off a copy of the palette by clicking on the main icon and just dragging it onto the artboard without releasing the mouse. You can then easily access each of the hidden icons from the copy on the artboard. When you are done with it, just click the red X to close it.

WinPCsign & Pazzles software shortcuts:

CTRL+N	Creates a N ew file.
CTRL+O	O pens a file.
CTRL+S	S aves a file.
CTRL+I	I mport.
CTRL+E	E xport.
CTRL+P	P rints your file.
F10	Cut / Plot.
CTRL+C	C opies whatever you have selected and hides a copy in your clipboard. You can't see it, but it's there until you paste it somewhere, or copy something else.
CTRL+V	P astes whatever you have copied from the clipboard to the page. (Note: It's not a P for P aste because that is already used for P rint.) In this program, the second copy will be placed on the page, in the viewing area.
CTRL+Z	Undo shortcut. Will reverse your last step. (Multiple undos available.)
CTRL+R	Redo shortcut. Will reverse your last undo.
CTRL+A	Select All. Selects everything on the page.
ALT+D	Duplicate. Pastes copy right on top of the original.
ALT+C	Capture Screen.
CTRL+K	Distort.
CTRL+F	F ont.
H	Change H eight.
L	Change L ength (Width.)
F5	Erase Tool.

Funtime software shortcuts:

CTRL+N	Creates a N ew file.
CTRL+O	O pens a file.
CTRL+S	S aves a file.
CTRL+I	I mport.
CTRL+E	E xport.
CTRL+P	P rints your file.
F10	Cut / Plot.
CTRL+C	C opies whatever you have selected and hides a copy in your clipboard. You can't see it, but it's there until you paste it somewhere, or copy something else.
CTRL+V	Pastes whatever you have copied from the clipboard to the page. (Note: It's not a P for P aste because that is already used for P rint.) In this program, the second copy will be placed on the page, in the viewing area.
CTRL+Z	Undo shortcut. Will reverse your last step. (Multiple undos available.)
CTRL+A	Select All. Selects everything on the page.
ALT+D	Duplicate. Pastes copy right on top of the original.
ALT+C	Capture Screen.
CTRL+K	Distort.
CTRL+F	F ont.
CTRL+R	Free R otate.
H	Change H eight.
L	Change L ength (Width.)
F5	Erase Tool.
Z	Z oom.
CTRL+G	G roup.
CTRL+U	U ngroup.

Klic-n-Kut software shortcuts:

CTRL+N	Creates a N ew file.
CTRL+O	O pens a file.
CTRL+S	S aves a file.
CTRL+P	P rints your file.
ALT+P	P lot.
CTRL+C or CTRL+Insert	C opies whatever you have selected and hides a copy in your clipboard. You can't see it, but it's there until you paste it somewhere, or copy something else.
CTRL+V or Shift + Insert	Pastes whatever you have copied from the clipboard to the page. (Note: It's not a P for P aste because that is already used for P rint.)
CTRL+Z or ALT + Backspace	Undo shortcut. Will reverse your last step. (Multiple undos available.)
CTRL+Y or CTRL + Backspace	Undo shortcut. Will reverse your last step. (Multiple undos available.)
CTRL+A	Select All. Selects everything on the page.
CTRL+D	Duplicate.
ALT+D	Redraw.
CTRL+F	F ont.
CTRL+R	R epeat.
CTRL+H	Move path.
CTRL+J	Break path.
CTRL+G	G roup.
ALT+G	Ungroup.
ALT+B	Text to Graphics.
Shift + F2	Simplify.
ALT + W	Snap to Grid.
CTRL+F	To F ront.
CTRL+B	To B ack.
CTRL+U	Forward one.
CTRL+L	Backward one.
CTRL+M	Reverse.
ALT+K	Alignment.
CTRL+K	Align.

Klic-n-Cut also has breakaway palettes that are convenient when you need to get to a tool quickly. Just click on the double lines to drag the palette out onto the artboard. One other quick feature in the Klic-N-Kut is the ability to make your own shortcuts, simply go to Options>Customize Shortcuts.

Well, that ought to get you started. Try them out, you'll like them!