

Key Combinations

Command+A

Selects all the objects on the page, or all the text if the cursor is flashing in a text box, the Command Center, or the Procedures Tab area.

Command+.

Stops all processes.

Command+C

Copies the selection.

Command+D

Activates the Command Center.

Command+F

Opens the Find/Replace dialog box.

Command+L or

Command+return

Opens a line.

Command+N

Opens a new project. Opens the Save Changes Before Closing box if changes have been made to the current project.

Command+O

Opens a project file. Opens the Save Changes Before Closing box if changes have been made to the current project.

Command+P

Prints the current page.

Command+S

Saves the project. Opens the Save Project As dialog box if the project hasn't been named.

Command+U

Activates the page.

Command+V

Pastes the Clipboard.

Command+X

Cuts the selection.

Command+Z

Undoes the last action.

F1

For accessing the Help

F2

Hot words in text boxes.

F4

Logo Grammar Corrector