

# KEYBOARD SHORTCUTS

Digital Imaging

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***Many keyboard commands do not work when using the text tool.***

Keyboard shortcuts are more than just convenient. They increase efficiency dramatically and will reduce the amount of time you spend in front of the computer. Photoshop is really a two-handed program where one hand is on the mouse and the other is on the keyboard. This is the most efficient way of working and should become a habit very early on. Please get used to using shortcuts, and look for shortcuts that may not be on this list but are helpful to the way you work.

This is a list of the shortcuts that I find most commonly useful. There are many more shortcuts available. Most keyboard shortcuts are also indicated in Photoshop next to its corresponding menu item or in parentheses when you mouse over a tool in the tool panel.

***For exams and quizzes, you are responsible for all of the shortcuts listed in this document, and any more that may be mentioned in class.***

## TOOLS

M – marquee	V – move
L – lasso	W – magic wand
C – crop	K – slice
J – healing brush/patch tool	B – brush
S – clone stamp	Y – history brush
E – eraser	G – gradient/paint bucket
R – blur/sharpen/smudge	O – dodge/burn/sponge
A – path selection/arrow	T – type
P – pen	U – rectangle
N – notes	I – eyedropper
H – hand	Z – zoom
Q – quick mask	

## GENERAL COMMANDS

**command + S** – save.

**command + P** – print.

**command + Z** – undo/redo.

**command + C** – copy.

**command + V** – paste.

**command + X** – cut.

**command + O** – open file.

**command + W** – close file.

**F10** – shows all open files on screen at once and removes palettes.

**F11** – hides all windows to allow visibility of desktop.

**Tab** – hides palettes.

**F** – scrolls through the three viewing modes found at bottom of tools palette.

## NAVIGATION

**space bar** – held down brings up hand tool for moving around on a zoomed in area of your image.

**command + space bar** – zoom in tool.

**option + space bar** – zoom out tool.

**command + plus** – zoom in toward center of screen.

**command + minus** – zoom out from center of the screen.

**command + 0 (zero)** – fit image on screen.

## SELECTION COMMANDS

**command + A** – select all.

**command + D** – deselect.

**command + H** – hide/show crawling ants around a selection, guides or paths.

**shift** – when making a rectangular or elliptical marquee selection or transforming a selection, holding shift key down maintains a perfect circle/square or maintains proportions of your original selection.

**option** – when using the marquee tool allows you to resize the marquee from the center rather than the corner.

**command + J** – copy selection to a new layer.

**command + T** – free transform.

**arrow keys** – move a selection one pixel at a time.

## BRUSHES AND COLOR

[ ] – increase/decrease brush size.

X – switches foreground and background colors.

D – reinstates default colors (black foreground and white background).

## IMAGE ADJUSTMENTS (doesn't work with adjustment layers!)

**command + M** – Curves

**command + L** – Levels

**command + B** – Color Balance

**command + U** – Hue/Saturation