

Adobe Illustrator™

Version 5.5 for Macintosh®

Q U I C K R E F E R E N C E C A R D

Selection		Selects an object	Rectangle		Draws rectangles and squares
Direct selection		Selects a segment of an object	Rounded rectangle		Draws rounded rectangles and rounded squares
Group selection		Selects an object within a group or a group within a larger group	Measure		Measures the distance between two points
Hand		Drags artwork board	Type		Creates text
Zoom		Magnifies or reduces the view of artwork	Rotate		Rotates objects around a fixed point
Pen		Draws straight lines and curves	Scale		Scales objects
Scissors		Splits a path	Reflect		Reflects an image across an axis
Add anchor point		Adds anchor points to paths	Shear		Skews objects
Delete anchor point		Deletes anchor points from paths	Eyedropper		Samples colors and other paint attributes
Convert direction point		Converts corner points to smooth points and vice versa	Paint bucket		Fills area with selected color or attributes
Brush		Paints freehand and calligraphic paths of varying sizes	Gradient fill		Adjusts the angle and blend of gradient fills
Freehand		Draws freehand lines	Blend		Blends between two objects
Auto Trace		Traces template shapes	Graph		Creates graphs
Oval		Draws ovals and circles	Page		Adjusts page grid

Command-Shift-double-click any tool to reset toolbox to default tools.

Selecting

 Shift key
 Option key

 Command key
 Keyboard key

TOOL OR KEY	PLUS	RESULT
Any tool		Current selection tool
	 tab	
		
Any selection tool	Drag	Draws selection marquee
Arrow keys	Selected objects	Moves selection in 1-point increments*
Any tool	  1	Locks all objects that are not selected
Any selection tool	 C	Copies selected objects to the Clipboard as PostScript™

*Amount is set in General Preferences dialog box.

Viewing

TOOL	PLUS	RESULT
	Double-click in toolbox	Fits artwork in window
		
	Double-click in toolbox	Actual size
	Drag marquee; then press spacebar and drag	Adjusts marquee position
	Control-drag	Draws marquee from center
Any tool	 spacebar	
Any tool	  spacebar	
Any tool	 Control- U	Switches ruler units
Any tool	  3	Hides all objects that are not selected
Any tool	  W	Toggles between hiding and showing template

Note: To choose the zoom tools while in text editing mode, hold down the Command key and then press the spacebar.

Painting

TOOL	PLUS	RESULT
		 Fills object with selected attributes
		 Samples selected attributes
Any drawing or painting tool	caps lock	Changes pointer to crosshairs ( or )

Path Editing

TOOL	PLUS	RESULT
	Control (positioned on path)	
	Control (over anchor point)	
		Creates corner points and adjusts angle of curves
	Control-	⌞ (convert-direction-point tool)
	⌘-drag	Erases path while drawing
	Control	
	Control	
Any selection tool	Control	⌞ (convert-direction-point tool)
Any tool	⌘	Current selection tool

Tool Shortcuts

TOOL	PLUS	RESULT
		(⌘ toggles between tools)
		(⌘ toggles between tools)
		(⌘ toggles between tools)
	Double-click	Draws rectangle from center
	Double-click	Draws oval from center
	Double-click	Draws rounded rectangle from center

Type

KEY	PLUS	RESULT
⌘	⇧-L	Aligns left
⌘	⇧-C	Aligns center
⌘	⇧-R	Aligns right
⌘	⇧-J	Justifies
Any tab on Tab Ruler	Control	Toggles snap option
Any tab on Tab Ruler	⇧	Includes all tabs to right of current tab when moving
⌘	⇧-> <	Increases/decreases point size*
	⇓ ⇑	Increases/decreases leading*
	⇐ ⇓	Increases/decreases kerning/tracking*
⌘	⇐ ⇓	Increases/decreases kerning tracking x 5*
	⇧-⇓ ⇑	Increases/decreases baseline shift*
⌘	⇧-⇐ ⇓	Extends selection one word left/right
⌘	⇧-⇓ ⇑	Extends selection one paragraph up/down
Enter		Inserts hard return

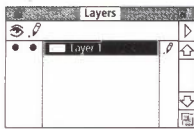
*Amount is set in General Preferences dialog box.

Tool Constraints

TOOL	PLUS	CONSTRAINTS
Any selection tool		Movement of selection to horizontal, vertical, or 45° axis*
		Lines and curves to horizontal, vertical, or 45° axis
		Rectangle to square
		Centered rectangle to centered square
		Rounded rectangle to rounded square
		Centered rounded rectangle to centered rounded square
		Oval to circle
		Centered oval to centered circle
		Scaling along x, y, or both axes
		Rotation to 45° axis*
		Reflection to horizontal, vertical, or 45° axis*
		Shearing to horizontal, vertical, or 45° axis*
		Movement of direction lines to horizontal, vertical, or 45° axis
		Measurement to horizontal, vertical, or 45° axis
		Direction of gradient to horizontal, vertical, or 45° axis

*Constraint to 45° is relative to constraint specified in General Preferences dialog box.

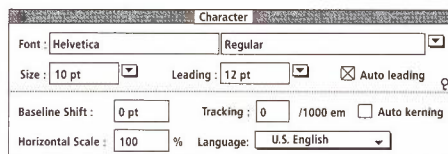
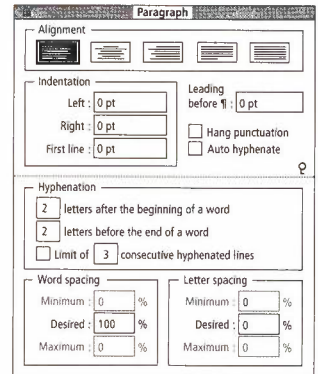
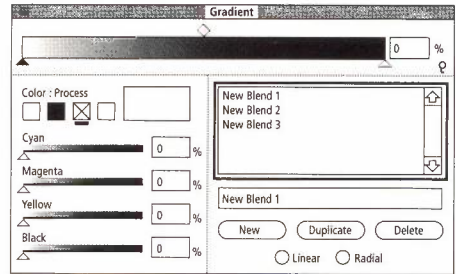
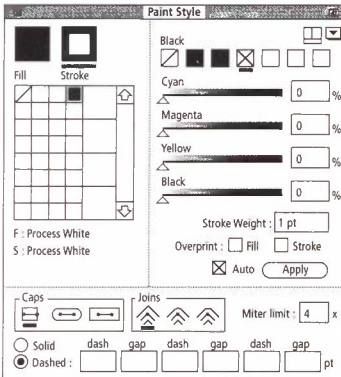
Palettes



New Layer...
Delete Layer
Layer Options
Hide Others
Preview All
Lock Others
Paste Remembers Layers



✓ Current Tool
Date and Time
Free Memory
Number of Undos



Courier
✓ Helvetica
Symbol
Times

✓ Regular
Oblique

mixed
✓ U.S. English
U.K. English
French
German
Spanish

Note: Click field names in most palettes to reset fields to default values.

Menus

Menu

Submenu

Command key

Control key

Option key

Shift key

File	
New...	⌘ N
Open...	⌘ O
Close	⌘ W
Save	⌘ S
Save As...	
Revert to Saved	
Place Art...	
Import Styles...	
Document Setup...	⌘ ⌥ D
Page Setup...	
Print...	⌘ P
Preferences	▶
Quit	⌘ Q

Preferences	
General...	⌘ K
Color Matching...	
Hyphenation Options...	
Plug-ins...	

Edit	
Undo	⌘ Z
Redo	⌘ ⌥ Z
Cut	⌘ X
Copy	⌘ C
Paste	⌘ V
Clear	
Select All	⌘ A
Select None	⌘ ⌥ A
Paste In Front	⌘ F
Paste In Back	⌘ B
Publishing	▶
Show Clipboard	

Publishing	
Create Publisher...	
Subscribe To...	
Publisher Options...	
Show Borders	

Arrange	
Repeat Transform	⌘ D
Move...	⌘ ⌥ M
Bring To Front	⌘ =
Send To Back	⌘ -
Group	⌘ G
Ungroup	⌘ U
Lock	⌘ 1
Unlock All	⌘ 2
Hide	⌘ 3
Show All	⌘ 4

View	
Preview	⌘ Y
Artwork	⌘ E
Preview Selection	⌘ ⌥ Y
Show Template	⌘ ⌥ W
Show Rulers	⌘ R
Show Page Tiling	
Hide Edges	⌘ ⌥ H
Hide Guides	
Zoom In	⌘]
Zoom Out	⌘ [
Actual Size	⌘ H
Fit In Window	⌘ M
New View...	⌘ ⌥ V
Edit Views...	

Object	
Paint Style...	⌘ I
Custom Color...	
Pattern...	
Gradient...	
Attributes...	⌘ ⌥ A
Join...	⌘ J
Average...	⌘ L
Guides	▶
Masks	▶
Compound Paths	▶
Cropmarks	▶
Graphs	▶

Guides	
Make	⌘ 5
Release	⌘ 6
Lock	⌘ 7

Masks	
Make	
Release	

Compound Paths	
Make	⌘ 8
Release	⌘ 9

Cropmarks	
Make	
Release	

Graphs	
Style...	
Data...	
Design...	
Column...	
Marker...	

Font	
Courier	▶
Helvetica	▶
Times	▶
Symbol	

Times	
Roman	
Italic	
Bold	
Bold Italic	

Type	
Size	▶
Leading	▶
Alignment	▶
Tracking...	⌘ ⌥ K
Spacing...	⌘ ⌥ O
Character...	⌘ T
Paragraph...	⌘ ⌥ P
Link Blocks	⌘ ⌥ G
Unlink Blocks	⌘ ⌥ U
Make Wrap	
Release Wrap	
Fit Headline	
Create Outlines	

Size	
Other...	⌘ ⌥ S
6 pt	
7 pt	

Leading	
Other...	
Auto	
6 pt	

Alignment	
Left	⌘ ⌥ L
Center	⌘ ⌥ C
Right	⌘ ⌥ R
Justify	⌘ ⌥ J
Justify Last Line	⌘ ⌥ B

Window	
New Window	
Show Toolbox	⌘ ⌥ T
Show Layers	⌘ ⌥ L
Show Info	⌘ ⌥ I
Show Paint Style	
Show Gradient	
Show Character	
Show Paragraph	
Show Tab Ruler	⌘ ⌥ T
Untitled art 1 <50%>	

Filter	
Last Filter*	⌘ ⌥ E
Colors	▶
Create	▶
Distort	▶
Objects	▶
Other	▶
Pathfinder	▶
Select	▶
Styleize	▶
Text	▶

Colors	
Adjust Colors...	
Blend Front to Back	
Blend Horizontally	
Blend Vertically	
Custom to Process...	
Desaturate	
Desaturate More	
Invert Colors	
Saturate	
Saturate More	

Create	
Fill & Stroke for Mask	
Mosaic...	
Polygon...	
Spiral...	
Star...	
Trim Marks	

Distort	
Free Distort...	
Roughen...	
Scribble...	
Tweak...	
Twirl...	

Objects	
Add Anchor Point	
Align Objects...	
Distribute Horizontally	
Distribute Vertically	
Move Each...	
Offset Path...	
Outline Path	
Rotate Each...	
Scale Each...	

Other	
Document Info...	
Overprint Black...	
Make Riders...	
Delete Riders...	

Pathfinder	
Unite	
Intersect	
Exclude	
Minus Front	
Minus Back	
Divide	
Outline	
Trim	
Merge	
Crop	
Hard...	
Soft...	
Trap...	
Options...	

Select	
Same Fill Color	
Same Paint Style	
Same Stroke Color	
Same Stroke Weight	
Select Inverse	
Select Masks	
Select Stray Points	

Styleize	
Add Arrowheads...	
Bloat...	
Calligraphy...	
Drop Shadow...	
Punk...	
Round Corners...	

Text	
Change Case...	
Check Spelling...	
Export...	
Find Font...	
Find...	
Revert Text Path...	
Rows & Columns...	
Smart Punctuation...	

*Press  and choose this command to display the last filter dialog box used.



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