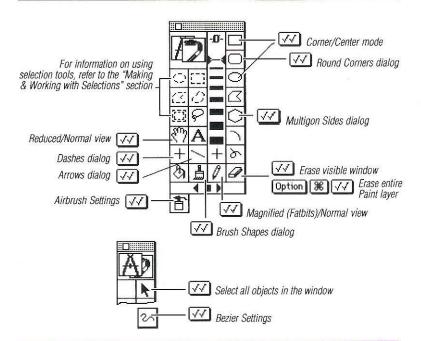


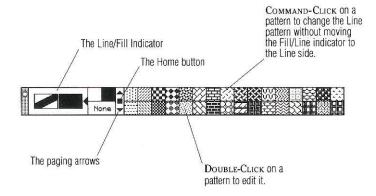
# QUICK REFERENCE CARD

# TOOL WINDOW SHORTCUTS



# PATTERN WINDOW SHORTCUTS

OPTION-CLICK anywhere on the Pattern window to toggle between the current Pattern palette and the Color palette.



### TRANSFORMATION OPTIONS

#### To ...

Free Rotate in 15° increments Free Rotate in 5° increments (Paint) Rotate around opposite corner (Draw) Do Perspective one side at a time

### Press... while transforming

Shift Command-Shift Option Shift

### DRAWING OPTIONS

### To ...

Start a text box on top of an existing one

### Press...

COMMAND when using the Text tool

### PAINTING OPTIONS

#### To

Use the current brush shape for the Airbrush & Spray Can Use the 1/2 size Eraser Pickup a pattern or brush shape

Invert a pattern or brush shape

Spill paint only within the visible portion of the window (right pane) Use Transparent Paint regardless of the current Paint Mode Add a shadow effect to Trace Edges Keep the traced selection from expanding Pour paint onto the black dots in an image

### Press...

OPTION while painting

OPTION while erasing Anywhere outside the Edit Pattern or Edit Brush Shapes dialog and drag while editing the pattern/brush shape (use Option key to constrain pickup to QuickDraw's 8 x 8 pattern grid)

COMMAND while clicking anywhere in the edit area in the Edit Patterns or Edit Brush Shapes dialog

Option while using the Paint Bucket

### COMMAND while Painting

Press Shift while choosing Trace Edges
Press Option while choosing Trace Edges
Click on the black part of the image with
the Paint Bucket tool

## BEZIER CURVE EDITING

#### Tn ...

Add a point to the curve

Delete a point from the curve

Delete the curve in Reshape mode Toggle Control Point Type Toggle Segment Type Select a range of points

To add or remove a point from the selection

#### Do This ...

Option-Click where you want the point to be Select the point(s) and press Delete/Backspace Press Clear Double-Click on the point Double-Click on the segment Select the first point and Shift-Click on the last point Command-Click on the point

# Making & Working with Selections

To constrain the...

Selection Rectangle to a square Selection Oval to a circle

Selection Polygon to 45° angles

Selection Polygon to 30° angles

To add the lasso effect to...

Selection Rectangle Selection Oval Selection Polygon Free Selection tool

To remove the lasso effect from...

Lasso tool

To select everything...

In the window (right pane)

In the window (right pane) with the lasso effect In the window (right pane) with the shrink effect

In the layer
In the Paint layer with the lasso effect
In the Paint layer with the shrink effect

In the document (both layers)

In the document (both layers) with the shrink effect

To resize the Paint selection...

In any direction, non-proportionally Horizontally

Vertically

Proportionally

To resize the Draw selection...

In any direction, non-proportionally

Horizontally Vertically

Proportionally

Press... while making the selection

SHIFT

SHIFT-OPTION

Press... while making the selection

OPTION

Press... while making the selection

OPTION

Do This ...

Double-Click on the Selection Rectangle, Selection Oval, Selection Arrow.

Two-layer Selection tool

Double-Click on the Lasso

DOUBLE-CLICK on the Selection

Rectangle or Two-layer Selection tool

while pressing Command

Select All

Select All while pressing Option

Select All from the Edit Menu while

pressing Command

DOUBLE-CLICK on the Two-layer Selection

tool while pressing Option

 $\ensuremath{\mathsf{Double}\text{-}CLick}$  on the Two-layer Selection

tool while pressing Command-Option

Press...

COMMAND while dragging on the selection

COMMAND with the cursor on the left or right edge of the selection

right edge of the Selection

COMMAND with the cursor on the bottom

or top edge of the selection

SHIFT-COMMAND with the cursor on the

corner of the selection

Press...

On a handle and drag in any direction

Shift while dragging on a handle

SHIFT-COMMAND with the cursor on

any handle

### To paint with the selection...

Making a single copy Making multiple copies

#### To ...

Shrink the selection tightly around the image (Paint)

Make an "X-ray" selection (Paint) Select a particular image (Paint)

Select a particular image with "X-ray" (Paint)

Select everything but what the mouse first touches

### Press... while dragging the selection

OPTION-COMMAND

### No This

E

F

R

В

. (>)

Press Command while using the Selection Rectangle

Press Command while using the Lasso Double-Click on the image with the Lasso or Selection Rectangle

COMMAND-DOUBLE-CLICK on the image with the Lasso or Selection Rectangle Press TAB while making the selection

# **AIRBRUSH SETTINGS SHORTCUTS**

Even Paint
Faded Paint
Use Round Nozzle
Use Current Brush Shape
Increase Flow
Decrease Flow
Increase Spray Area
Decrease Spray Area
Change Dot Size
Change Flow Rate

, (<) = (+) -Shift-1 through 9, 0 1 through 9, 0 z, x, c, y, n, m



Current Brush Shape

# CHANGING THE VIEW

#### To ...

Zoom In 1 Level
Zoom Out 1 Level
Zoom In Maximum
Zoom Out Maximum
Zoom to Normal (Regular) View
Toggle between Normal and
Maximum Zoomed in (FatBits)
Toggle between Normal and Maximum
Zoomed out (Reduced View)
Hide Back Layer

Change Layers
Bring up the Grabber Tool (Hand) to scroll

#### No This ...

Press Command-E
Press Command-W
Press Command-Option-E
Press Command-Option-W
Press Command-Option-R
Double-Click on Pencil or Command-Click with Pencil in the document
Double-Click on the Grabber tool icon

OPTION-CLICK ON the Layers Selection icon of Command-L
COMMAND-/

SPACEBAR (COMMAND-SPACEBAR if editing text)

# MENU SHORTCUTS

### **Command**

File Menu

Toggle New document preference Close all documents

Close SuperBits Save all documents

Edit Menu Undo

Clear Nudae

Options Menu Grid Snap On/Off

Show/Hide Grid Show/Hide Bulers

View Menu

Hide/Show Tools & Patterns

Draw Menu

Alian objects with current settings

Transform Menu

Scale selection with current settings Rotate selection with current settings

Text Menu

Plain On/Off Bold On/Off Italics On/Off Underline On/Off Outline On/Off Shadow On/Off Left Justify Center Justify Right Justify Apply current Custom Spacing to text Larger

Smaller

Apply current Custom Size to text

Kev

OPTION-New OPTION-Close or OPTION-CLICK IN Close hox COMMAND-Option-Save

' on non-ADB Keyboards or Escape on ADB Keyboards CLEAR, DELETE OF BACKSPACE

COMMAND-SHIFT-G COMMAND-SHIFT-V COMMAND-SHIFT-M

OPTION-COMMAND-H

**OPTION-Align Objects** 

Option-Scale Selection Option-Rotate Selection

COMMAND-SHIFT-P COMMAND-SHIFT-B COMMAND-SHIFT-I COMMAND-SHIFT-U COMMAND-SHIFT-O COMMAND-SHIFT-S COMMAND-SHIFT-L COMMAND-SHIFT-C COMMAND-SHIFT-R

OPTION-Custom (Line Spacing)

COMMAND-SHIFT-> COMMAND-SHIFT-<

OPTION-Custom (Font Size)

# CONTROLLING WINDOWS

To ...

Close all windows

Move a window without making it active

Press... OPTION

While...

Clicking in Close box of

active window or choosing Close

COMMAND

Dragging the title bar

of the window

# CONSTRAINING THE MOUSE

To Constrain...

Rectangles to squares Ovals to circles Arcs to quarter-circles Press...

SHIFT while Painting & Drawing

To Constrain

Polygon sides to 45° angles Lines to 45° angles Paint strokes (of the Paint Brush. Pencil, Eraser, Airbrush and some

plug-in tools) to straight lines Multigons from rotating as you draw in Draw/Paint from Center mode

Polygon sides to 30° angles Lines to 30° angles

Movement to horizontal or vertical directions

Resizing to keep the same proportions

Press...

SHIFT while Painting & Drawing

SHIFT-OPTION while Painting & Drawing

SHIFT while Dragging Selections & Objects, Scrolling with the Grabber tool and Resizing in the Draw layer

SHIFT-COMMAND while dragging on the corner of a selection (Paint) or handle of an object (Draw) or in Stretch mode (both)



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