



Adobe™ Acrobat™ Reader

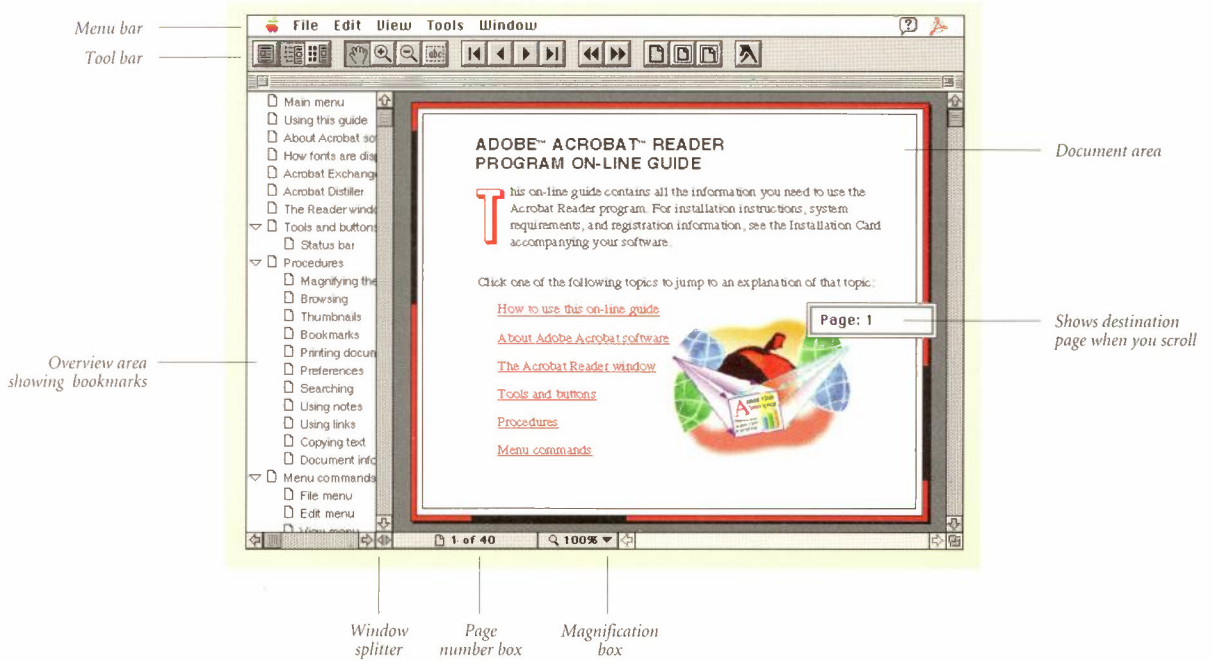
Version 1.0 for Macintosh®

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

Page Only		Closes thumbnail/bookmark area
Bookmarks and Page		Displays bookmarks
Thumbnails and Page		Displays thumbnails
Hand		Scrolls through window
Zoom In		Magnifies page view
Zoom Out		Reduces page view
Select		Selects text
First Page		Displays first page of document
Previous Page		Displays previous page
Next Page		Displays next page
Last Page		Displays last page of document
Go Back		Displays previous page view
Go Forward		Returns from Go Back
Actual Size		Sets page view to 100%
Fit Page to Window		Displays whole page
Fit Width to Window		Displays width of page
Find		Finds words



The Acrobat Reader program is part of the Adobe Acrobat family of software products that lets you view and print any document in the Portable Document Format (PDF). Virtually any document created on a Macintosh, DOS®, Windows®, UNIX®, or other computer can be converted into the Portable Document Format—regardless of the application and fonts used to create the document. PDF files retain all the graphics, formatting, and fonts of the original document.



Status bar

- Window splitter**  Changes width of overview area.
- Page number box**  **2 of 12** Displays page number. Click to display Go To Page dialog box.
- Magnification box**  **100%** Shows current magnification. Select to display Zoom menu.

Keyboard shortcuts

⌘ Command key

TOOL OR KEY	PLUS	RESULT
 Click close box	Option	Closes all document windows
Help key		Opens on-line guide
	⌘	Opens on-line guide
Esc key		Interrupts display of page
 (period)	⌘	Interrupts display of page or find process
	Option	
	Option	

Browsing shortcuts

TOOL OR KEY	RESULT
Home	Displays first page of document
End	Displays last page of document
Page Down	Moves forward one screenful
Page Up	Moves back one screenful
Return	Moves forward one screenful*
Shift+Return	Moves back one screenful*
  Right/Down Arrow	Displays next page
  Left/Up Arrow	Displays previous page
Drag scroll box	Goes to page displayed in pop-up window

*For users with keyboards that don't have Page Up/Down keys

Menus

⌘ Command key

File	Edit	View	Tools	Window
Open... ⌘ O	Undo ⌘ Z	Actual Size ⌘ H	 Hand	Hide/Show Tool Bar
Close ⌘ W	Cut ⌘ X	Fit Page To Window ⌘ J	 Zoom In	Show Clipboard
Document Info ⌘ I	Copy ⌘ C	Fit Width To Window ⌘ K	 Zoom Out	✓ doc1.pdf
Page Setup...	Paste ⌘ V	Zoom To... ⌘ L	 Select	doc2.pdf
Print... ⌘ P	Clear ⌘ A	First Page ⌘ 1	Find... ⌘ F	
Quit ⌘ Q	Preferences...	Previous Page ⌘ 2	Find Again ⌘ G	
		Next Page ⌘ 3	Find Next Note ⌘ T	
		Last Page ⌘ 4	Create Notes File	
		Go To Page... ⌘ 5		
		Go Back ⌘ -		
		Go Forward ⌘ =		
		✓ Page Only		
		Bookmarks and Page		
		Thumbnails and Page		

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