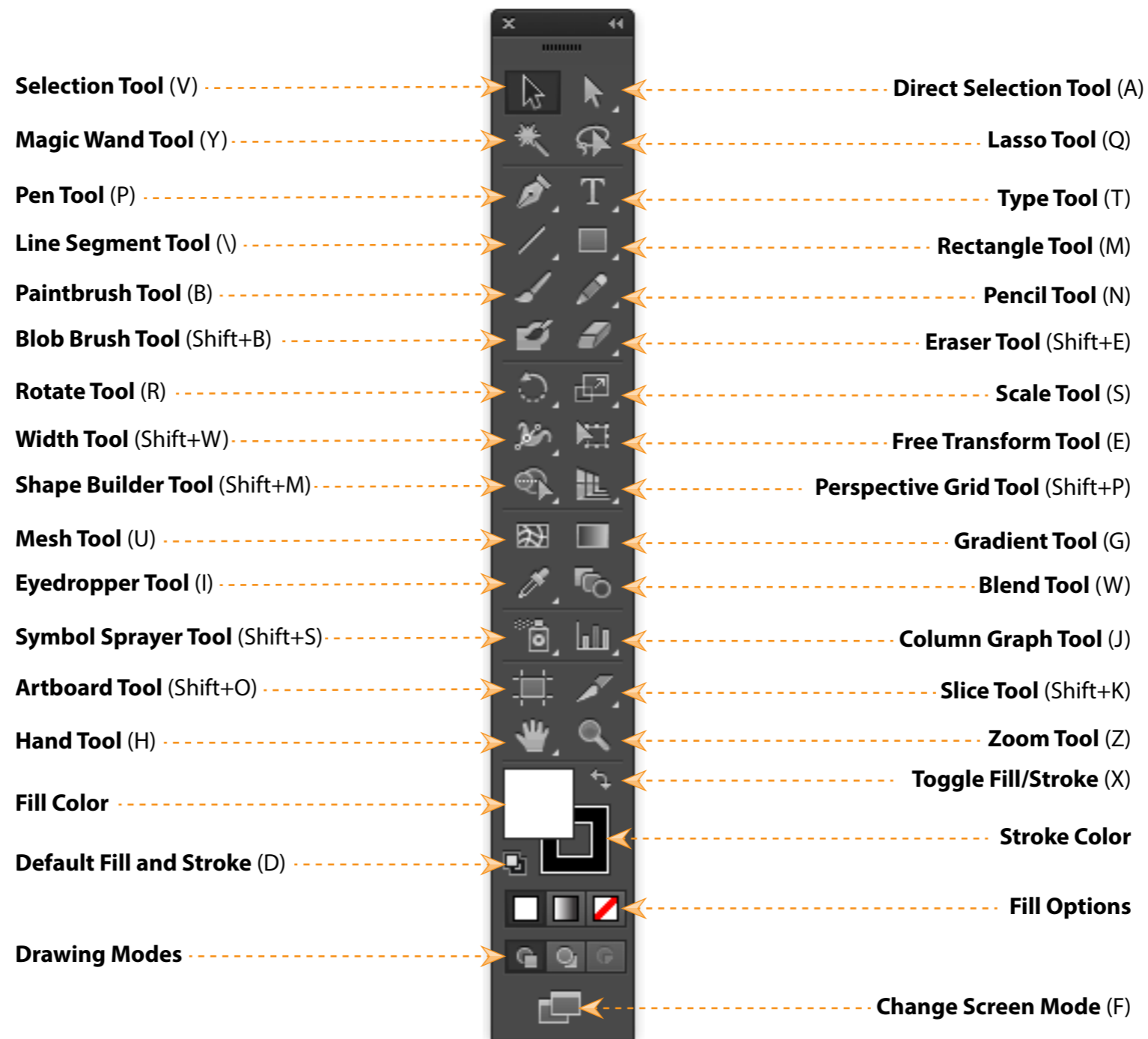


A large, semi-transparent, brownish-gold logo consisting of a stylized 'A' and 'I' is centered in the background. The 'A' is a simple, blocky shape, and the 'I' is a vertical bar with a circle above it, resembling a person or a stylized letter.

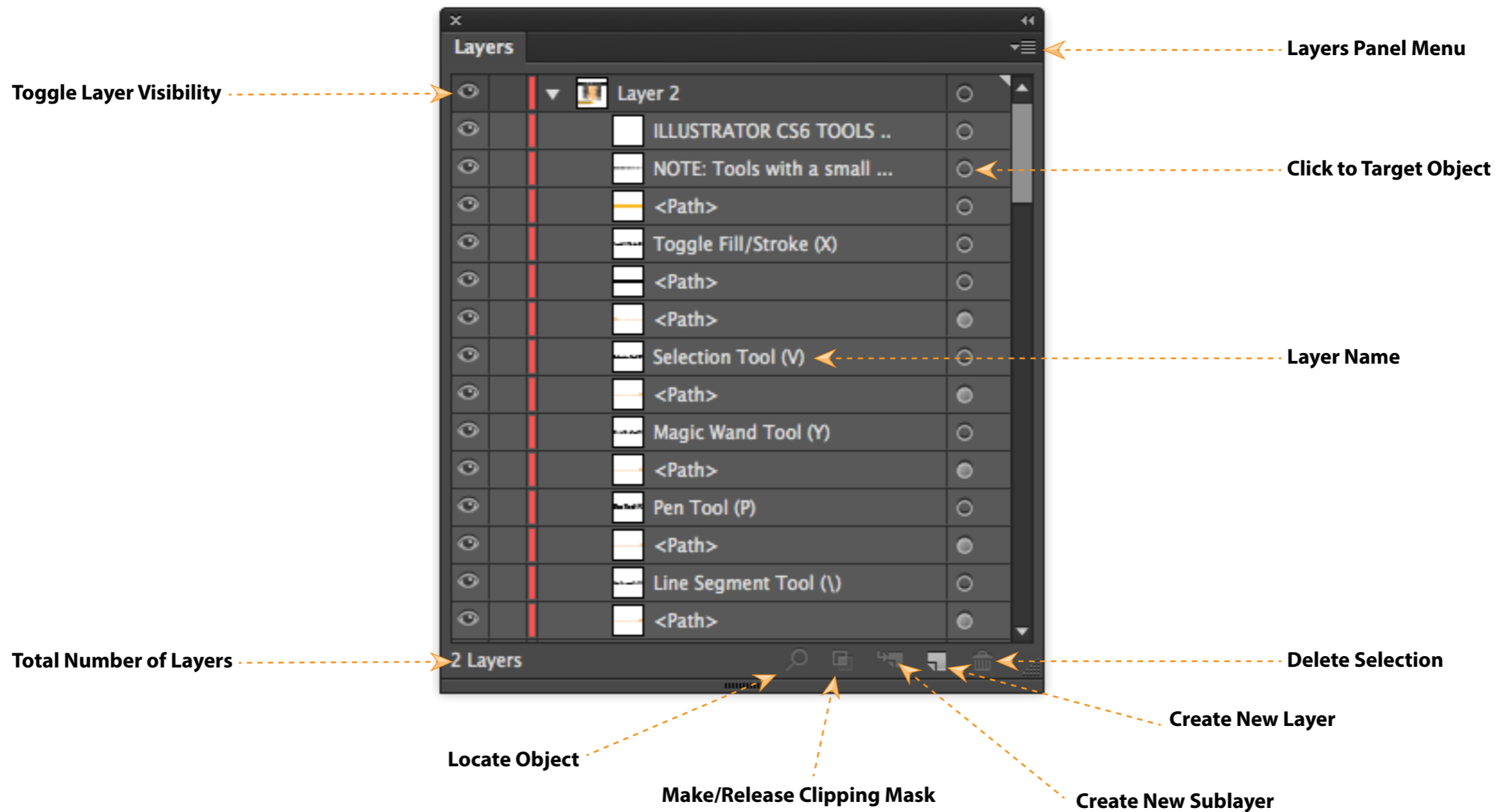
ADOBE ILLUSTRATOR® CHEAT SHEETS

ILLUSTRATOR CS6 TOOLS PANEL CHEAT SHEET



NOTE: Tools with a small arrow in the bottom right corner indicate more tools are available. Click and hold the tool to reveal all available tools.

DECODING THE LAYERS PANEL



NOTE: Layers can be used to list, organize, and edit objects in your document. By default, every new document contains one layer, and each object you create is listed under that layer.

BASIC KEYBOARD SHORTCUTS

FUNCTION	SHORTCUT (MAC)	SHORTCUT (PC)
CREATE A NEW DOCUMENT	⌘+N	Ctrl+N
OPEN A DOCUMENT	⌘+O	Ctrl+O
SAVE A DOCUMENT	⌘+S	Ctrl+S
REVERT A DOCUMENT TO ORIGINAL STATE	F12	F12
TOGGLE SCREEN MODES	F	F
DEFAULT FILL/STROKE COLORS	D	D
TOGGLE FILL/STROKE	X	X
ACCESS BRUSH TOOL	B	B
ACCESS TYPE TOOL	T	T
ACCESS PEN TOOL	P	P

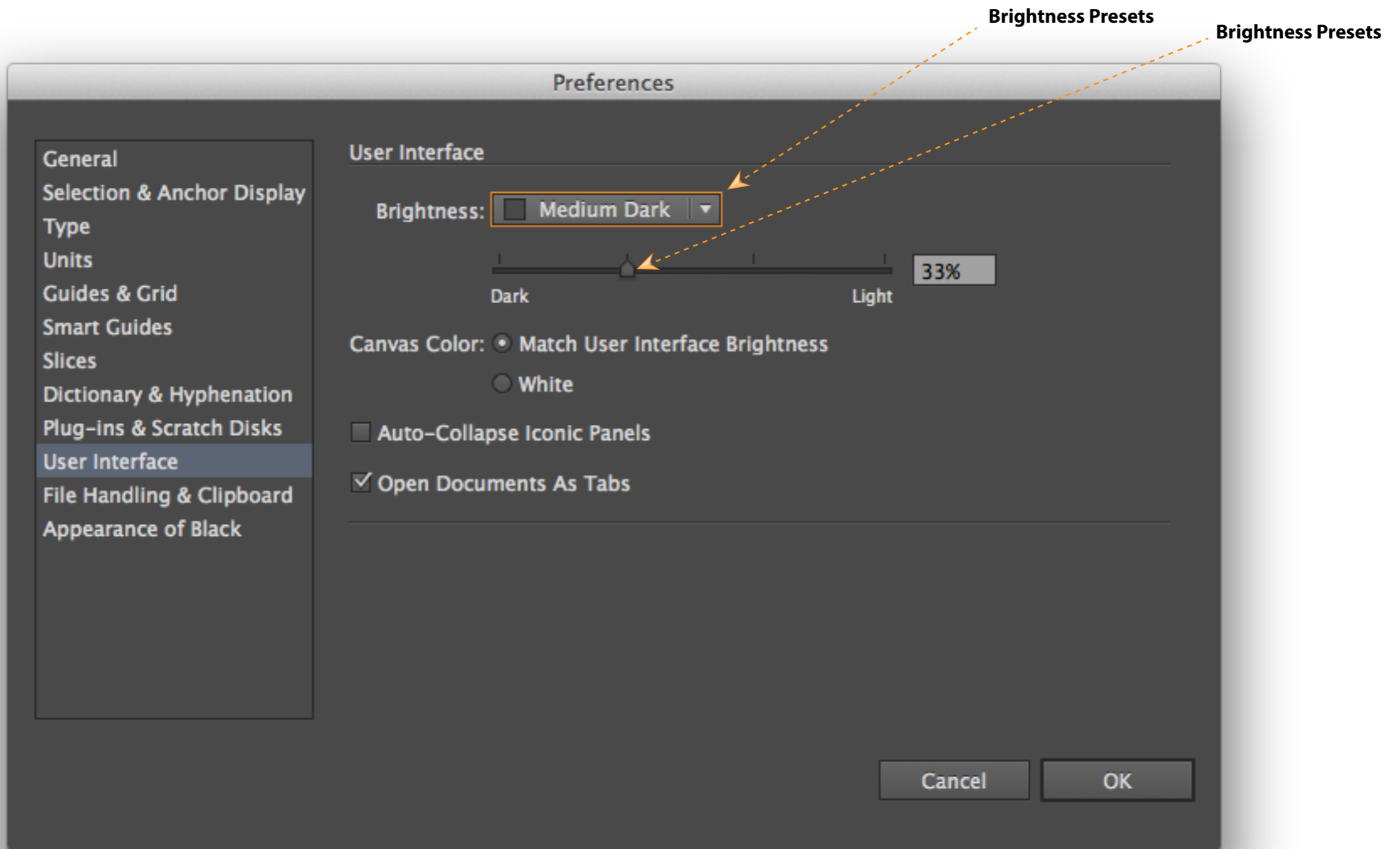
DOCUMENT KEYBOARD SHORTCUTS

FUNCTION	SHORTCUT (MAC)	SHORTCUT (PC)
VIEW ARTWORK AT 100% MAGNIFICATION	⌘+1	Ctrl+1
FIT ARTWORK ON SCREEN	⌘+0	Ctrl+0
TEMPORARILY SWITCH TO HAND TOOL WHILE DRAWING	Spacebar	Spacebar
ZOOM IN ON DOCUMENT	⌘+(+)	Ctrl+(+)
ZOOM OUT ON DOCUMENT	⌘+(-)	Ctrl+(-)
LOCK SELECTED ARTWORK	⌘+2	Ctrl+2
LOCK ALL ARTWORK	Shift+⌘+Opt+2	Shift+Ctrl+Alt+2
UNLOCK ALL ARTWORK	⌘+Opt+2	Ctrl+Alt+2
DUPLICATE AN OBJECT	Opt+Drag	Alt+Drag
CHANGE POINTER TO CROSSHAIR WHEN SELECTING	CAPS LOCK	CAPS LOCK

TYPE KEYBOARD SHORTCUTS

FUNCTION	SHORTCUT (MAC)	SHORTCUT (PC)
MOVE ONE CHARACTER (Right or Left)	Arrow Key(s)	Arrow Key(s)
MOVE ONE WORD (Right or Left)	⌘+Arrow Key(s)	Ctrl+Arrow Key(s)
ALIGN PARAGRAPH(S) (Left, Right, or Center)	⌘+Shift+L, R, or C	Ctrl+Shift+L, R, or C
JUSTIFY PARAGRAPH(S)	⌘+Shift+J	Ctrl+Shift+J
INSERT SOFT RETURN	Shift+Return	Shift+Enter
INCREASE TYPE SIZE	Shift+⌘+(>)	Shift+Ctrl+(>)
DECREASE TYPE SIZE	Shift+⌘+(<)	Shift+Ctrl+(<)
INCREASE/DECREASE LEADING	Opt+Up/Down Arrow(s)	Alt+Up/Down Arrow(s)
INCREASE/DECREASE TRACKING	Opt+Left/Right Arrow(s)	Alt+Left/Right Arrow(s)
RESET TRACKING/KERNING TO ZERO	⌘+Opt+Q	Ctrl+Alt+Q

MAKE ILLUSTRATOR LOOK "NORMAL" AGAIN



NOTE: Access your preferences by going to the **Illustrator Menu** (Mac) or the **Edit Menu** (PC) and choosing **Preferences**. Then select the **User Interface** tab.