

Edit Menu

Clear	Backspace, Ctrl-Backspace, Delete, Ctrl-Delete
Copy	Ctrl-C
Cut	Ctrl-X
Deselect All	Ctrl-Shift-A
Duplicate	Ctrl-Alt-Shift-D
Edit in Story Editor	Ctrl-Y
Find Next	Ctrl-Alt-F
Find/Change...	Ctrl-F
Paste	Ctrl-V
Paste in Place	Ctrl-Alt-Shift-V
Paste Into	Ctrl-Alt-V
Paste without Formatting	Ctrl-Shift-V
Preferences: General...	Ctrl-K
Quick Apply...	Ctrl-Enter
Redo	Ctrl-Shift-Z
Select All	Ctrl-A
Spelling: Check Spelling...	Ctrl-I
Step and Repeat...	Ctrl-Alt-U
Undo	Ctrl-Z

File Menu

Browse...	Ctrl-Alt-O
Close	Ctrl-W, Ctrl-F4
Document Setup...	Ctrl-Alt-P
Exit	Ctrl-Q
Export...	Ctrl-E
File Info...	Ctrl-Alt-Shift-I
New: Document...	Ctrl-N
Open...	Ctrl-O
Place...	Ctrl-D
Preflight...	Ctrl-Alt-Shift-F
Print...	Ctrl-P
Save	Ctrl-S
Save a Copy...	Ctrl-Alt-S
Save As...	Ctrl-Shift-S

Help Menu

InDesign Help...	F1
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Layout Menu

First Page	Ctrl-Shift-Page Up
Go Back	Ctrl-Page Up
Go Forward	Ctrl-Page Down
Last Page	Ctrl-Shift-Page Down
Next Page	Shift-Page Down
Next Spread	Alt-Page Down
Pages: Add Page	Ctrl-Shift-P
Previous Page	Shift-Page Up
Previous Spread	Alt-Page Up

Object Editing

Decrease size / scale by 1%	Ctrl-,
Decrease size / scale by 5%	Ctrl-Alt-,
Increase size / scale by 1%	Ctrl.=
Increase size / scale by 5%	Ctrl-Alt.=
Nudge down	↓
Nudge down 1/10	Ctrl-Shift-↓
Nudge down 1/10 duplicate	Ctrl-Alt-Shift-↓
Nudge down duplicate	Alt-↓
Nudge down x10	Shift-↓
Nudge down x10 duplicate	Shift-Alt-↓
Nudge left	←
Nudge left 1/10	Ctrl-Shift-←
Nudge left 1/10 duplicate	Ctrl-Alt-Shift-←
Nudge left duplicate	Alt-←
Nudge left x10	Shift-←
Nudge left x10 duplicate	Shift-Alt-←

Nudge right	→
Nudge right 1/10	Ctrl-Shift-→
Nudge right 1/10 duplicate	Ctrl-Alt-Shift-→
Nudge right duplicate	Alt-→
Nudge right x10	Shift-→
Nudge right x10 duplicate	Shift-Alt-→
Nudge up	↑
Nudge up 1/10	Ctrl-Shift-↑
Nudge up 1/10 duplicate	Ctrl-Alt-Shift-↑
Nudge up duplicate	Alt-↑
Nudge up x10	Shift-↑
Nudge up x10 duplicate	Shift-Alt-↑
Select all guides	Ctrl-Alt-G

Object Menu

Arrange: Bring Forward	Ctrl-]
Arrange: Bring to Front	Ctrl-Shift-]
Arrange: Send Backward	Ctrl-[
Arrange: Send to Back	Ctrl-Shift-[
Clipping Path...	Ctrl-Alt-Shift-K
Compound: Make	Ctrl-8
Compound: Release	Ctrl-Alt-8
Drop Shadow...	Ctrl-Alt-M
Fitting: Center Content	Ctrl-Shift-E
Fitting: Fill Frame Proportionally	Ctrl-Alt-Shift-C
Fitting: Fit Content Proportionally	Ctrl-Alt-Shift-E
Fitting: Fit Content to Frame	Ctrl-Alt-E
Fitting: Fit Frame to Content	Ctrl-Alt-C
Group	Ctrl-G
Lock Position	Ctrl-L
Select: First Object Above	Ctrl-Alt-Shift-]
Select: Last Object Below	Ctrl-Alt-Shift-[
Select: Next Object Above	Ctrl-Alt-]
Select: Next Object Below	Ctrl-Alt-[
Text Frame Options...	Ctrl-B
Transform Again: Transform Again	Ctrl-Alt-3
Transform Again: Transform Sequence Again	Ctrl-Alt-4
Transform: Move...	Ctrl-Shift-M
Ungroup	Ctrl-Shift-G
Unlock Position	Ctrl-Alt-L

Other

Add new index entry	Ctrl-Alt-Shift-[
Add new index entry (reversed)	Ctrl-Alt-Shift-]
Clear Object-Level Display Settings	Ctrl-Shift-F2
Close all	Ctrl-Alt-Shift-W
Close document	Ctrl-Shift-W
Create outlines without deleting text	Ctrl-Alt-Shift-O
New default document	Ctrl-Alt-N
Save all	Ctrl-Alt-Shift-S

Palette Menus

Character Styles: Redefine Style	Ctrl-Alt-Shift-C
Character: All Caps	Ctrl-Shift-K
Character: Small Caps	Ctrl-Shift-H
Character: Strikethrough	Ctrl-Shift-/
Character: Subscript	Ctrl-Alt-Shift-=
Character: Superscript	Ctrl-Shift-=
Character: Underline	Ctrl-Shift-U
Index: New...	Ctrl-U
Pages: Override All Master Page Items	Ctrl-Alt-Shift-L
Paragraph Styles: Redefine Style	Ctrl-Alt-Shift-R
Paragraph: Drop Caps and Nested Styles...	Ctrl-Alt-R
Paragraph: Justification...	Ctrl-Alt-Shift-J
Paragraph: Keep Options...	Ctrl-Alt-K
Paragraph: Paragraph Rules...	Ctrl-Alt-J
Tags: Autotag	Ctrl-Alt-Shift-F7

Structure Navigation (XML Selection)

Collapse element	←
Collapse element and child elements	Alt-←
Expand element	→
Expand element and child elements	Alt-→
Extend XML selection down	Shift-↓
Extend XML selection up	Shift-↑
Move XML selection down	↓
Move XML selection up	↑
Scroll structure pane down one screen	Page Down
Scroll structure pane up one screen	Page Up
Select first XML node	Home
Select last XML node	End
Select through first XML node	Shift-Home
Select through last XML node	Shift-End
View next validation error	Ctrl-→
View previous validation error	Ctrl-←

Tables Menu

Cell Options: Text...	Ctrl-Alt-B
Delete: Column	Shift-Backspace
Delete: Row	Ctrl-Backspace
Insert Table...	Ctrl-Alt-Shift-T
Insert: Column...	Ctrl-Alt-9
Insert: Row...	Ctrl-9
Select: Cell	Ctrl-/
Select: Column	Ctrl-Alt-3
Select: Row	Ctrl-3
Select: Table	Ctrl-Alt-A
Table Options: Table Setup...	Ctrl-Alt-Shift-B

Text and Tables

Align center	Ctrl-Shift-C
Align force justify	Ctrl-Shift-F
Align justify	Ctrl-Shift-J
Align left	Ctrl-Shift-L
Align right	Ctrl-Shift-R
Align to baseline grid	Ctrl-Alt-Shift-G
Apply bold	Ctrl-Shift-B
Apply italic	Ctrl-Shift-I
Apply normal	Ctrl-Shift-Y
Auto leading	Ctrl-Alt-Shift-A
Auto-hyphenate on/off	Ctrl-Alt-Shift-H
Clear	Backspace
Decrease baseline shift	Shift-Alt-↓
Decrease baseline shift x 5	Ctrl-Alt-Shift-↓
Decrease kerning/tracking	Alt-←
Decrease kerning/tracking x 5	Ctrl-Alt-←
Decrease leading	Alt-↑
Decrease leading x 5	Ctrl-Alt-↑
Decrease point size	Ctrl-Shift-,
Decrease point size x 5	Ctrl-Alt-Shift-,
Decrease word space	Ctrl-Alt-Backspace
Decrease word space x 5	Ctrl-Alt-Shift-Backspace
Delete	Delete
Find Next	Shift-F2
Increase baseline shift	Shift-Alt-↑
Increase baseline shift x 5	Ctrl-Alt-Shift-↑
Increase kerning/tracking	Alt-→
Increase kerning/tracking x 5	Ctrl-Alt-→
Increase leading	Alt-↓
Increase leading x 5	Ctrl-Alt-↓
Increase point size	Ctrl-Shift.=
Increase point size x 5	Ctrl-Alt-Shift.=
Increase word space	Ctrl-Alt-\
Increase word space x 5	Ctrl-Alt-Shift-\
Load Find and Find Next instance	Shift-F1
Load Find with selected text	Ctrl-F1

Load Replace with selected text	Ctrl-F2	Gradient Tool	G	Grids & Guides: Show Document Grid	Ctrl-'
Move Down	↓	Hand Tool	H	Grids & Guides: Show Guides	Ctrl-;
Move down one line	↓	Line Tool	\	Grids & Guides: Snap to Document Grid	Ctrl-Shift-'
Move Left	←	Measure Tool	K	Grids & Guides: Snap to Guides	Ctrl-Shift-;
Move Right	→	Pen Tool	P	Hide Rulers	Ctrl-R
Move to beginning of story	Ctrl-Home	Pencil Tool	N	Overprint Preview	Ctrl-Alt-Shift-Y
Move to end of story	Ctrl-End	Position Tool	Shift-A	Show Frame Edges	Ctrl-H
Move to First Cell in Column	Alt-Page Up	Rectangle Frame Tool	F	Show Text Threads	Ctrl-Alt-Y
Move to First Cell in Row	Alt-Home	Rectangle Tool	M	Structure: Show Structure	Ctrl-Alt-1
Move to First Row in Frame	Page Up	Rotate Tool	R	Zoom In	Ctrl-Num +, Ctrl==
Move to Last Cell in Column	Alt-Page Down	Scale Tool	S	Zoom Out	Ctrl-Num -, Ctrl--
Move to Last Cell in Row	Alt-End	Scissors Tool	C	Views, Navigation	
Move to Last Row in Frame	Page Down	Selection Tool	V	200% size	Ctrl-2
Move to Next Cell	Tab	Shear Tool	O	400% size	Ctrl-4
Move to Previous Cell	Shift-Tab	Swap fill and stroke activation	X	50% size	Ctrl-5
Move to the end of the line	End	Swap fill and stroke colors	Shift-X	Access page number box	Ctrl-J
Move to the left one character	←	Toggle Text and Object Control	J	Access zoom percentage box	Ctrl-Alt-5
Move to the left one word	Ctrl-←	Toggle view setting between default and preview	W	Activate last-used field in palette	Ctrl-Alt-`
Move to the next paragraph	Ctrl-↓	Type on a Path Tool	Shift-T	First Spread	Shift-Alt-Page Up, Home
Move to the previous paragraph	Ctrl-↑	Type Tool	T	Fit Selection in Window	Ctrl-Alt==
Move to the right one character	→	Zoom Tool	Z	Force redraw	Shift-F5
Move to the right one word	Ctrl-→	Type Menu		Go to first frame in thread	Ctrl-Alt-Shift-Page Up
Move to the start of the line	Home	Character Styles	Shift-F11	Go to last frame in thread	Ctrl-Alt-Shift-Page Down
Move Up	↑	Character	Ctrl-T	Go to next frame in thread	Ctrl-Alt-Page Down
Move up one line	↑	Create Outlines	Ctrl-Shift-O	Go to previous frame in thread	Ctrl-Alt-Page Up
Normal horizontal text scale	Ctrl-Shift-X	Insert Break Character: Column Break	Num Enter	Last Spread	Shift-Alt-Page Down, End
Normal vertical text scale	Ctrl-Alt-Shift-X	Insert Break Character: Forced Line Break	Shift-Enter	Next window	Ctrl-F6, Ctrl-`
Recompose all stories	Ctrl-Alt-/	Insert Break Character: Frame Break	Shift-Num Enter	Open/Close all palettes in side tabs	Ctrl-Alt-Tab
Replace with Change To text	Ctrl-F3	Insert Break Character: Page Break	Ctrl-Num Enter	Previous window	Ctrl-Shift-F6, Ctrl-Shift-`
Replace with Change To text and Find Next	Shift-F3	Insert Break Character: Paragraph Return	Enter	Scroll down one screen	Page Down
Reset kerning and tracking	Ctrl-Alt-Q	Insert Special Character: Auto Page Number	Ctrl-Alt-Shift-N	Scroll up one screen	Page Up
Select Cells Above	Shift-↑	Insert Special Character: Bullet Character	Alt-8	Show 1st spot plate	Ctrl-Alt-Shift-5
Select Cells Below	Shift-↓	Insert Special Character: Copyright Symbol	Alt-G	Show 2nd spot plate	Ctrl-Alt-Shift-6
Select Cells to the Left	Shift-←	Insert Special Character: Discretionary Hyphen	Ctrl-Shift--	Show 3rd spot plate	Ctrl-Alt-Shift-7
Select Cells to the Right	Shift-→	Insert Special Character: “	Alt-[	Show 4th spot plate	Ctrl-Alt-Shift-8
Select line	Ctrl-Shift-\	Insert Special Character: ”	Shift-Alt-[	Show 5th spot plate	Ctrl-Alt-Shift-9
Select one character to the left	Shift-←	Insert Special Character: Ellipsis	Alt-;	Show all plates	Ctrl-Alt-Shift-`
Select one character to the right	Shift-→	Insert Special Character: Em Dash	Shift-Alt--	Show Black plate	Ctrl-Alt-Shift-4
Select one line above	Shift-↑	Insert Special Character: En Dash	Alt--	Show Cyan plate	Ctrl-Alt-Shift-1
Select one line below	Shift-↓	Insert Special Character: Indent to Here	Ctrl-\	Show Magenta plate	Ctrl-Alt-Shift-2
Select one paragraph before	Ctrl-Shift-↑	Insert Special Character: Nonbreaking Hyphen	Ctrl-Alt--	Show Yellow plate	Ctrl-Alt-Shift-3
Select one paragraph forward	Ctrl-Shift-↓	Insert Special Character: Paragraph Symbol	Alt-7	Show/Hide all palettes	Tab
Select one word to the left	Ctrl-Shift-←	Insert Special Character: Registered Trademark Symbol	Alt-R	Suppress overrides (view optimized)	Shift-Escape
Select one word to the right	Ctrl-Shift-→	Insert Special Character: Right Indent Tab	Shift-Tab	Toggle all palettes except toolbox	Shift-Tab
Select to beginning of story	Ctrl-Shift-Home	Insert Special Character: Section Symbol	Alt-6	Toggle between current and previous views	Ctrl-Alt-2
Select to end of story	Ctrl-Shift-End	Insert Special Character: ‘	Alt-]	Toggle Character & Paragraph Modes in Ctrl Panel	Ctrl-Alt-7
Select to the end of the line	Shift-End	Insert Special Character: ’	Shift-Alt-]	Toggle Keyboard Focus in Control Palette	Ctrl-6
Select to the start of the line	Shift-Home	Insert Special Character: Tab	Tab	Toggle Measurement System	Ctrl-Alt-Shift-U
Start Row on Next Column	Num Enter	Insert White Space: Em Space	Ctrl-Shift-M	Window Menu	
Start Row on Next Frame	Shift-Num Enter	Insert White Space: En Space	Ctrl-Shift-N	Align	Shift-F7
Toggle Cell/Text Selection	Escape	Insert White Space: Nonbreaking Space	Ctrl-Alt-X	Color	F6
Toggle Typographer's Quotes Preference	Ctrl-Alt-Shift-'	Insert White Space: Thin Space	Ctrl-Alt-Shift-M	Control	Ctrl-Alt-6
Update missing font list	Ctrl-Alt-Shift-/	Paragraph Styles	F11	Index	Shift-F8
Tools		Paragraph	Ctrl-M, Ctrl-Alt-T	Info	F8
Add Anchor Point Tool	=	Show Hidden Characters	Ctrl-Alt-I	Layers	F7
Apply color	,	Tabs	Ctrl-Shift-T	Links	Ctrl-Shift-D
Apply default fill and stroke colors	D	View Menu		Object Styles	Ctrl-F7
Apply gradient	.	Actual Size	Ctrl-1	Pages	F12
Apply None	Num /, /	Display Performance: Fast Display	Ctrl-Shift-0	Separations Preview	Shift-F6
Button Tool	B	Display Performance: High Quality Display	Ctrl-Alt-H	Stroke	F10
Convert Direction Point Tool	Shift-C	Display Performance: Typical Display	Ctrl-Alt-Z	Swatches	F5
Delete Anchor Point Tool	-	Entire Pasteboard	Ctrl-Alt-Shift-0	Table	Shift-F9
Direct Selection Tool	A	Fit Page in Window	Ctrl-0	Text Wrap	Ctrl-Alt-W
Ellipse Tool	L	Fit Spread in Window	Ctrl-Alt-0	Transform	F9
Eyedropper Tool	I	Grids & Guides: Lock Guides	Ctrl-Alt-;	Transparency	Shift-F10
Free Transform Tool	E	Grids & Guides: Show Baseline Grid	Ctrl-Alt-'		