



Acrobat Management Keys

Action	Key
Create PDF (From File)	Ctrl + N
Create PDF (From Web Page)	Ctrl + Shift + O
Open	Ctrl + O
Close	Ctrl + W or Ctrl + F4
Save	Ctrl + S
Save As	F12 or Ctrl + Shift + S
Print	Ctrl + P
Print Setup	Ctrl + Shift + P
Insert Files	Ctrl + Shift + I
Delete Pages	Ctrl + Shift + D
Exit	Alt + F4 or Ctrl + Q

Zoom & View Keys

Action	Key
Zoom To (set Zoom level)	Ctrl + Y
Fit Page	Ctrl + 0 (zero)
Actual Size	Ctrl + 1
Fit Width	Ctrl + 2
Fit Visible	Ctrl + 3
Reflow	Ctrl + 4
Zoom In	Ctrl + = (equals)
Zoom Out	Ctrl + - (minus)
Reading Mode	Ctrl + H
Full Screen Mode	Ctrl + L
Automatically Scroll	Ctrl + Shift + H
Show/Hide Menu Bar	F9
Show/Hide Navigation Pane	F4
Show/Hide Toolbars	F8
Reset Toolbars	Alt + F8
Rotate View Clockwise	Ctrl + Shift + + (plus)
Rotate View Counterclockwise	Ctrl + Shift + - (minus)
Rotate Pages	Ctrl + Shift + R
Crop Pages	Ctrl + Shift + T
Show/Hide Grid	Ctrl + U
Show/Hide Rulers	Ctrl + R
Cascade Windows	Ctrl + Shift + J
Tile Windows Horizontally	Ctrl + Shift + K
Tile Windows Vertically	Ctrl + Shift + L
Form Editing View On/Off	Ctrl + Shift + 7

Editing Keys

Action	Key
Help	F1
Undo	Ctrl + Z
Redo	Ctrl + Shift + Z
Cut	Ctrl + X
Copy	Ctrl + C
Paste	Ctrl + V
Select All	Ctrl + A
Deselect All	Ctrl + Shift + A
Find	Ctrl + F
Advanced Search	Ctrl + Shift + F
Spelling	F7
Insert Pages from File	Ctrl + Shift + I
Insert Blank Page	Ctrl + Shift + T
Preferences	Ctrl + K
Document Properties	Ctrl + D
Add Sticky Note	Ctrl + 6
Hide All Comments	Ctrl + Shift + 8
Show All Comments	Ctrl + 8
Print w/ Comments Summary	Ctrl + T
Load Preflight	Ctrl + Shift + X
Properties Bar On/Off	Ctrl + E
Add Bookmark	Ctrl + B

Navigation Keys

Action	Key
First Page	Home
Last Page	End
Next Page	→
Previous Page	←
Scroll Down	↓
Scroll Up	↑
Go To Page	Ctrl + Shift + N
Next Screen	PageDown
Previous Screen	PageUp
Previous View	Alt + ←
Next View	Alt + →
Navigate Between Open Panes	F6
Next Open Document	Ctrl + Shift + F6
Previous Open Document	Ctrl + F6

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