BLUEBEAM REVU | **KEYBOARD SHORTCUTS**

Mouse Navigation

Middle Button (wheel)

Pan	=	Click + Drag
Re-Center View	=	Double-Click
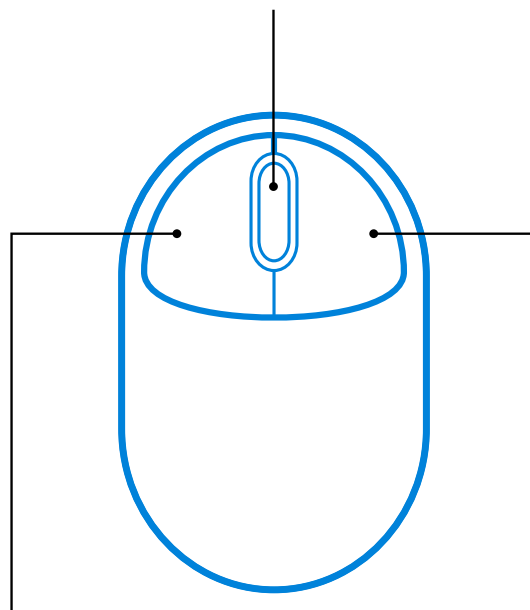
Left Button

Tool Operation	=	Click
Pan	=	Click + Spacebar
Multi-Select	=	Shift + Click + Drag

Right Button

Context Menu	=	Click
Multi-Select	=	Click + Drag

Mouse for 3D Navigation

Middle Button (wheel)

Zoom In/Out	=	Scroll
Pan Model	=	Click + Drag
Return to View	=	Double-Click
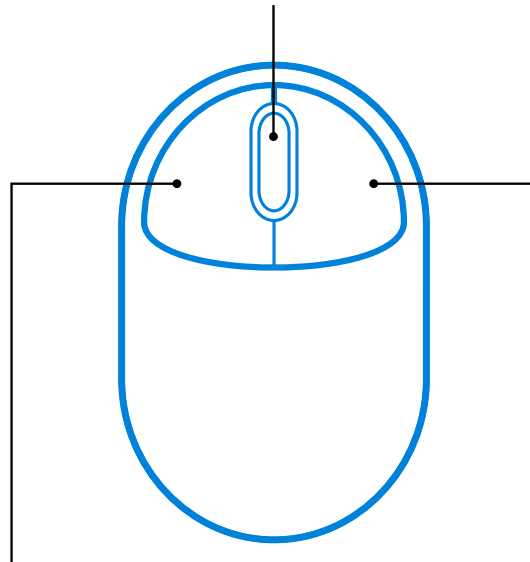
Left Button

Rotate Model = Click + Drag

Right Button

Rotate Camera = Click + Drag

Keyboard Shortcuts

Markup & Editing

Cloud	C	
Cloud+	K	
Ellipse	E	
Eraser	Shift + E	
Snapshot	G	
Highlight	H	
Hyperlink	Shift + H	
Image	I	
Line	L	
Arc	Shift + C	
Arrow	A	
Dimension	Shift + L	
Note	N	
Polyline	Shift + N	
Lasso	Shift + O	
Pen	P	
Polygon	Shift + P	
Callout	Q	
Rectangle	R	
Text Box	T	
Typewriter	W	
File Attachment	F	
Flag	Shift + F	
Format Painter	Ctrl + Shift + C	
Auto-Size Text Box	Alt + Z	
Dynamic Fill	J	
Measure Tool	M	
Length Measurement	Shift + Alt + L	
Polylength Tool	Shift + Alt + Q	

Perimeter Measurement	Shift + Alt + P	
Area Measurement	Shift + Alt + A	
Volume Measurement	Shift + Alt + V	
Count Measurement	Shift + Alt + C	
Diameter Measurement	Shift + Alt + D	
Angle Measurement	Shift + Alt + G	
Radius Measurement	Shift + Alt + U	
Complete Markup	Enter	
Exit Current Command	Esc	
Edit Text in Comment	F2	
Flatten Markups	Ctrl + Shift + M	
Unflatten Markups	Ctrl + Shift + U	
Copy	Ctrl + C	
Paste	Ctrl + V	
Paste in Place	Ctrl + Shift + V	
Cut	Ctrl + X	
Undo	Ctrl + Z	
Redo	Ctrl + Y	
Align Bottom	Ctrl + Alt + B	
Align Left	Ctrl + Alt + L	
Align Right	Ctrl + Alt + R	
Align Top	Ctrl + Alt + T	
Flip Horizontal	Ctrl + Alt + H	
Flip Vertical	Ctrl + Alt + V	
Bring Forward	Ctrl +]	
Send Backward	Ctrl + [	
Bring to Front	Ctrl + Shift +]	
Send to Back	Ctrl + Shift+ [	

Keyboard Shortcuts

Markup & Editing (cont.)

Group Markups	Ctrl + G	
Ungroup Markups	Ctrl + Shift + G	
Select All Markups	Ctrl + A	
Toggle Markup Lock	Ctrl + Shift + L	
Move Markup Up	Shift + Up	
Move Markup Down	Shift + Down	
Move Markup Left	Shift + Left	
Move Markup Right	Shift + Right	
Add Bookmark	Ctrl + B	
Edit Action	Ctrl + Shift + E	
3D Editor	Ctrl + Alt + 3	
Spell Check	F7	
Form Editor *	Ctrl + Shift + F	
OCR *	Ctrl + Shift+ O	
Open Global JavaScript *	Ctrl + Shift + J	
Mark for Redaction *	Shift + R	
Apply Redactions *	Shift + A	
Add Signature Field	X	
Toggle Grid	Shift + F9	
Toggle Snap to Grid	Ctrl + Shift + F9	
Snap to Content	Ctrl + Shift + F8	
Snap to Markup	Ctrl + Shift + F7	

Balance Views	Shift + F12	
Toggle Stay on Top	Ctrl + F12	
Show / Hide Tabs	Shift + F4	
Single Page Mode	Ctrl + 4	
Continuous Mode	Ctrl + 5	
Side by Side Mode	Ctrl + 6	
Continuous Side by Side Mode	Ctrl + 7	
Full Screen	F11	
Presentation	Ctrl + Enter	
Actual Size	Ctrl + 8	
Fit Page	Ctrl + 9	
Fit Width	Ctrl + 0	
Show / Hide Rulers	Ctrl + R	
Zoom Mode	Z	
Zoom Out	Ctrl + (-)	
Zoom In	Ctrl + (+)	
Refresh Document View	F5	
Cycle Zoom	Shift + Z	
Rotate View Counterclockwise	Ctrl + Shift + (-)	
Rotate View Clockwise	Ctrl + Shift + (+)	

Viewing

Split View	Ctrl + 2	
Split View Horizontal	Ctrl + H	
Unsplit View	Ctrl + Shift + 2	
Toggle Split Orientation	Ctrl + I	
Switch View	Ctrl + 1	

Keyboard Shortcuts

Navigation

Select	V	
Pan	Shift + V	
Previous Document	Ctrl + Shift + F6	
Next Document	Ctrl + F6	
Jump to First Page	Home	
Jump to Last Page	End	
Previous Page	Ctrl + Left	
Next Page	Ctrl + Right	
Previous View	Alt + Left	
Next View	Alt + Right	
Next Comment	Tab	
Previous Comment	Shift + Tab	
Next Tab	Ctrl + Tab	
Previous Tab	Ctrl + Shift + Tab	
Scroll Up	Up	
Scroll Down	Down	
Scroll Left	Left	
Scroll Right	Right	

Page Manipulation

| Insert Blank Page	Ctrl + Shift + N	
Insert Pages	Ctrl + Shift + I	
Extract Pages	Ctrl + Shift + X	
Replace Pages	Ctrl + Shift + Y	
Delete Pages	Ctrl + Shift + D	
Rotate Pages	Ctrl + Shift + R	
Copy Page to Snapshot	Ctrl + Alt + C	
Deskew	Ctrl + Alt + D	
Rotate Clockwise	Shift + Alt + (=)	
Rotate Counterclockwise	Shift + Alt + (-)	
Crop Pages	Shift + Alt + O	

Show Tabs

Bookmarks Tab	Alt + B	
Markups List Tab	Alt + L	
Measurements Tab	Alt + U	
Properties Tab	Alt + P	
Search Tab	Alt + 1	
Thumbnails Tab	Alt + T	
Tool Chest™ Tab	Alt + X	
File Access™ Tab	Alt + A	
Bluebeam Studio™	Alt + C	
bFX™ Tab	Alt + K	
Layers Tab	Alt + Y	
Spaces Tab	Alt + S	
Links Tab	Alt + N	
Forms Tab *	Alt + Q	
JavaScript Console	Alt + J	
3D Model Tree	Alt + 3	
Sets Tab	Alt + 2	
Signatures Tab	Alt + 4	

Miscellaneous

Open Help Window	F1	
Toggle Navigation Bar	F4	
Toggle Status Bar	F8	
Toggle Menu Bar	F9	
Close Context Menu	F10	

Keyboard Shortcuts

Miscellaneous (cont.)

Open Context Menu	Shift + F10	
Show Start Page Tab	F12	
Document Properties	Ctrl + D	
Preferences	Ctrl + K	
Document Security	Ctrl + L	
Toggle Dimmer Switch	Ctrl + F5	

Advanced Text

Search	Ctrl + F	
Search Next Result	F3	
Search Previous Result	Shift + F3	
Select Text	Shift + T	
Select All Text	Ctrl + Shift + A	
Review Text	Shift + Alt + R	
Underline Text	U	
Squiggly Text	Shift + U	
Strikethrough Text	D	
Mark Text for Redaction *	Shift + K	

Advanced Text

Create PDF	Ctrl + N	
Image From Scanner	Shift + I	
Open	Ctrl + O	
Reopen Files From Last Session	Ctrl + Alt + O	
Print	Ctrl + P	
Publish As	Ctrl + Shift + P	
E-mail PDF	Ctrl + E	
Save	Ctrl + S	
Flatten PDF & Save	Ctrl + Alt + F	

Save a Copy	Ctrl + Shift + S	
Save All	Shift + F2	
New WebTab™	Ctrl + T	
Export Markups	Ctrl + F2	
Import Markups	Ctrl + F3	
Previous Document in Folder	Alt + PgUp	
Next Document in Folder	Alt + PgDn	
Close all Open Tabs	Ctrl + Shift + W	
Close Current Document	Ctrl + W / F4	
Close Application	Alt + F4	
Exit	Ctrl + Q	