AUTODESK® **AUTOCAD LT®**

SHORTCUTS GUIDE

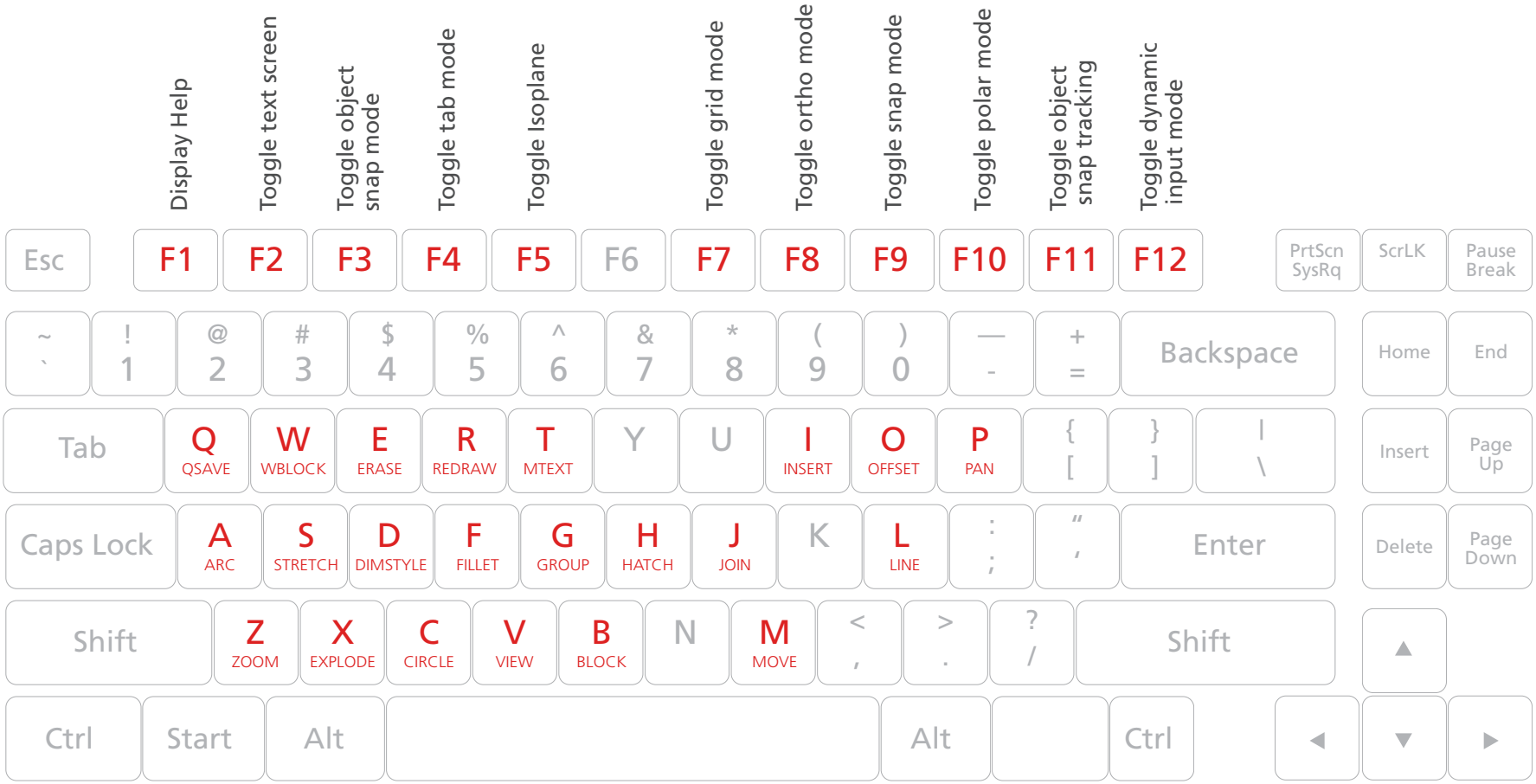
One Key Shortcuts

Toggles and Screen Management

Hot Keys A–Z

Printable Keyboard Stickers

AUTODESK.



Q **QSAVE** / Saves the current drawing.

A **ARC** / Creates an arc.

Z **ZOOM** / Increases or decreases the magnification of the view in the current viewport.

W **WBLOCK** / Writes objects or a block to a new drawing file.

S **STRETCH** / Stretches objects crossed by a selection window or polygon.

X **EXPLODE** / Breaks a compound object into its component objects.

E **ERASE** / Removes objects from a drawing.

D **DIMSTYLE** / Creates and modifies dimension styles.

C **CIRCLE** / Creates a circle.

R **REDRAW** / Refreshes the display in the current viewport.

F **FILLET** / Rounds and fillets the edges of objects.

V **VIEW** / Saves and restores named views, camera views, layout views, and preset views.

T **MTEXT** / Creates a multiline text object.

G **GROUP** / Creates and manages saved sets of objects called groups.

B **BLOCK** / Creates a block definition from selected objects.

H **HATCH** / Fills an enclosed area or selected objects with a hatch pattern, solid fill, or gradient fill.

J **JOIN** / Joins similar objects to form a single, unbroken object.

M **MOVE** / Moves objects a specified distance in a specified direction.

I **INSERT** / Inserts a block or drawing into the current drawing.

O **OFFSET** / Creates concentric circles, parallel lines, and parallel curves.

L **LINE** / Creates straight line segments.

P **PAN** / Adds a parameter with grips to a dynamic block definition.

Toggle General Features

Ctrl+g	Toggle Grid
Ctrl+e	Cycle isometric planes
Ctrl+f	Toggle running object snaps
Ctrl+h	Toggle Pick Style
Ctrl+Shift+h	Toggle Display palettes

Toggle Drawing Modes

F1	Display Help
F2	Toggle text screen
F3	Toggle object snap mode
F4	Toggle tab mode
F5	Toggle Isoplane
F7	Toggle grid mode
F8	Toggle ortho mode
F9	Toggle snap mode
F10	Toggle polar mode
F11	Toggle object snap tracking
F12	Toggle dynamic input mode

Manage Screen

Ctrl+0 (zero)	Clean Screen
Ctrl+1	Property Palette
Ctrl+2	Design Center Palette
Ctrl+3	Tool Palette
Ctrl+4	Sheet Set Palette
Ctrl+7	Markup Set Manager Palette
Ctrl+8	Quick Calc
Ctrl+9	Command Line

Manage Workflow

Ctrl+c	Copy object
Ctrl+x	Cut object
Ctrl+v	Paste object
Ctrl+Shift+c	Copy to clipboard with base point
Ctrl+Shift+v	Paste data as block
Ctrl+z	Undo last action
Ctrl+y	Redo last action
Ctrl+[	Cancel current command (or Ctrl+\)
ESC	Cancel current command

Manage Drawings

Ctrl+n	New drawing
Ctrl+s	Save drawing
Ctrl+o	Open drawing
Ctrl+p	Plot dialog box
Ctrl+Tab	Switch to next
Ctrl+Shift+Tab	Switch to previous drawing
Ctrl+Page Up	Switch to previous tab in current drawing
Ctrl+Page Down	Switch to next tab in current drawing
Ctrl+q	Exit
Ctrl+a	Select all objects

A

A **ARC** / Creates an arc.

AA **AREA** / Calculates the area and perimeter of objects or of defined areas.

ADC **ADCENTER** / Manages and inserts content such as blocks, xrefs, and hatch patterns.

AL **ALIGN** / Aligns objects with other objects in 2D.

AR **ARRAY** / Creates multiple copies of objects in a pattern.

ATI **ATTIPEDIT** / Changes the textual content of an attribute within a block.

ATT **ATTDEF** / Redefines a block and updates associated attributes.

ATE **ATTEDIT** / Changes attribute information in a block.

B

B **BLOCK** / Creates a block definition from selected objects.

BC **BCLOSE** / Closes the Block Editor.

BE **BEDIT** / Opens the block definition in the Block Editor.

BH **HATCH** / Fills an enclosed area or selected objects with a hatch pattern, solid fill, or gradient fill.

BO **BOUNDARY** / Creates a region or a polyline from an enclosed area.

BR **BREAK** / Breaks the selected object between two points.

BS **BSAVE** / Saves the current block definition.

BVS **BVSTATE** / Creates, sets, or deletes a visibility state in a dynamic block.

C

C **CIRCLE** / Creates a circle.

CBAR **CONSTRAINTBAR** / A toolbar-like UI element that displays the available geometric constraints on an object.

CH **PROPERTIES** / Controls properties of existing objects.

CHA **CHAMFER** / Bevels the edges of objects.

CLI **COMMANDLINE** / Displays the Command Line window.

COL **COLOR** / Sets the color for new objects.

CO **COPY** / Copies objects a specified distance in a specified direction.

CT **CTABLESTYLE** / Sets the name of the current table style.

D

D **DIMSTYLE** / Creates and modifies dimension styles.

DAN **DIMANGULAR** / Creates an angular dimension.

DAR **DIMARC** / Creates an arc length dimension.

DBA **DIMBASELINE** / Creates a linear, angular, or ordinate dimension from the baseline of the previous or selected dimension.

DCE **DIMCENTER** / Creates the center mark or the centerlines of circles and arcs.

DCO **DIMCONTINUE** / Creates a dimension that starts from an extension line of a previously created dimension.

DDA **DIMDISASSOCIATE** / Removes associativity from selected dimensions.

DDI **DIMDIAMETER** / Creates a diameter dimension for a circle or an arc.

DED **DIMEDIT** / Edits dimension text and extension lines.

DI **DIST** / Measures the distance and angle between two points.

DIV **DIVIDE** / Creates evenly spaced point objects or blocks along the length or perimeter of an object.

DJL **DIMJOGLINE** / Adds or removes a jog line on a linear or aligned dimension.

DJO **DIMJOGGED** / Creates jogged dimensions for circles and arcs.

DL **DATALINK** / The Data Link dialog box is displayed.

DLU **DATALINKUPDATE** / Updates data to or from an established external data link.

DO **DONUT** / Creates a filled circle or a wide ring.

DOR **DIMORDINATE** / Creates ordinate dimensions.

DOV **DIMOVERRIDE** / Controls overrides of system variables used in selected dimensions.

DR **DRAWORDER** / Changes the draw order of images and other objects.

DRA **DIMRADIUS** / Creates a radius dimension for a circle or an arc.

DRE **DIMREASSOCIATE** / Associates or re-associates selected dimensions to objects or points on objects.

DRM **DRAWINGRECOVERY** / Displays a list of drawing files that can be recovered after a program or system failure.

DS **DSETTINGS** / Sets grid and snap, polar and object snap tracking, object snap modes, Dynamic Input, and Quick Properties.

DT **TEXT** / Creates a single-line text object.

DX **SAVEAS** / Saves the current drawing.

E–F

E — **ERASE** / Removes objects from a drawing.

EL — **ELLIPSE** / Creates an ellipse or an elliptical arc.

EPDF — **EXPORTPDF** / Exports drawing to PDF.

ER — **EXTERNALREFERENCES** / Opens the External References palette.

EX — **EXTEND** / Extends objects to meet the edges of other objects.

EXIT — **QUIT** / Exits the program.

EXP — **EXPORT** / Saves the objects in a drawing to a different file format.

F — **FILLET** / Rounds and fillets the edges of objects.

G–H

G — **GROUP** / Creates and manages saved sets of objects called groups.

GD — **GRADIENT** / Fills an enclosed area or selected objects with a gradient fill.

GEO — **GEOGRAPHICLOCATION** / Specifies the geographic location information for a drawing file.

H — **HATCH** / Fills an enclosed area or selected objects with a hatch pattern, solid fill, or gradient fill.

HE — **HATCHEDIT** / Modifies an existing hatch or fill.

HI — **HIDE** / Regenerates a 3D wireframe model with hidden lines suppressed.

I–K

I — **INSERT** / Inserts a block or drawing into the current drawing.

ID — **ID** / Displays the UCS coordinate values of a specified location.

IM — **IMAGE** / Displays the External References palette.

IMP — **IMPORT** / Imports files of different formats into the current drawing.

IN — **INTERSECT** / Creates a 2D region object from the overlapping area of two or more existing regions.

IO — **INSERTOBJ** / Inserts a linked or embedded object.

J — **JOIN** / Joins similar objects to form a single, unbroken object.

JOG — **DIMJOGGED** / Creates jogged dimensions for circles and arcs.

L–M

L **LINE** / Creates straight line segments.

LA **LAYER** / Manages layers and layer properties.

LAS **LAYERSTATE** / Saves, restores, and manages named layer states.

LE **QLEADER** / Creates a leader and leader annotation.

LEN **LENGTHEN** / Changes the length of objects and the included angle of arcs.

LI **LIST** / Displays property data for selected objects.

LO **LAYOUT** / Creates and modifies drawing layout tabs.

LT **LINETYPE** / Loads, sets, and modifies linetypes.

LTS **LTSCALE** / Changes the scale factor of linetypes for all objects in a drawing.

LW **LWEIGHT** / Sets the current lineweight, lineweight display options, and lineweight units.

M **MOVE** / Moves objects a specified distance in a specified direction.

MA **MATCHPROP** / Applies the properties of a selected object to other objects.

ME **MEASURE** / Creates point objects or blocks at measured intervals along the length or perimeter of an object.

MEA **MEASUREGEOM** / Measures the distance, radius, angle, area, and volume of selected objects or sequence of points.

MI **MIRROR** / Creates a mirrored copy of selected objects.

MLA **MLEADERALIGN** / Aligns and spaces selected multileader objects.

MLC **MLEADERCOLLECT** / Organizes selected multileaders that contain blocks into rows or columns, and displays the result with a single leader.

MLD **MLEADER** / Creates a multileader object.

MLE **MLEADEREDIT** / Adds leader lines to, or removes leader lines from, a multileader object.

MLS **MLEADERSTYLE** / Creates and modifies multileader styles.

MO **PROPERTIES** / Controls properties of existing objects.

MS **MSPACE** / Switches from paper space to a model space viewport.

MSM **MARKUP** / Opens the Markup Set Manager.

MT **MTEXT** / Creates a multiline text object.

MV **MVIEW** / Creates and controls layout viewports.

N–O

NORTH **GEOGRAPHICLOCATION** / Specifies the geographic location information for a drawing file.

O **OFFSET** / Creates concentric circles, parallel lines, and parallel curves.

OP **OPTIONS** / Customizes the program settings.

OS **OSNAP** / Sets running object snap modes.

P

P	**PAN** / Adds a parameter with grips to a dynamic block definition.
PA	**PASTESPEC** / Pastes objects from the Clipboard into the current drawing and controls the format of the data.
PAR	**PARAMETERS** / Controls the associative parameters used in the drawing.
PARAM	**BPARAMETER** / Adds a parameter with grips to a dynamic block definition.
PC	**PCINWIZARD** / Displays a wizard to import PCP and PC2 configuration file plot settings into the Model or current layout.
PE	**PEDIT** / Edits polylines and 3D polygon meshes.
PL	**PLINE** / Creates a 2D polyline.
PO	**POINT** / Creates a point object.
POFF	**HIDEPALETTES** / Hides currently displayed palettes (including the command line).
POL	**POLYGON** / Creates an equilateral closed polyline.
PON	**SHOWPALETTES** / Restores the display of hidden palettes.
PR	**PROPERTIES** / Displays Properties palette.
PRE	**PREVIEW** / Displays the drawing as it will be plotted.
PRINT	**PLOT** / Plots a drawing to a plotter, printer, or file.
PS	**PSPACE** / Switches from a model space viewport to paper space.
PTW	**PUBLISHTOWEB** / Creates HTML pages that include images of selected drawings.
PU	**PURGE** / Removes unused items, such as block definitions and layers, from the drawing.

Q

QC	**QUICKCALC** / Opens the QuickCalc calculator.
QCUI	**QUICKCUI** / Displays the Customize User Interface Editor in a collapsed state.
QP	**QUICKPROPERTIES** / Displays open drawings and layouts in a drawing in preview images.
QSAVE	**QSAVE** / Saves the current drawing.
QVD	**QVDRAWING** / Displays open drawings and layouts in a drawing using preview images.
QVDC	**QVDRAWINGCLOSE** / Closes preview images of open drawings and layouts in a drawing.
QVL	**QVLAYOUT** / Displays preview images of model space and layouts in a drawing.
QVLC	**QVLAYOUTCLOSE** / Closes preview images of model space and layouts in the current drawing.

R

R **REDRAW** / Refreshes the display in the current viewport.

RC **REVCLOUD** / Creates or modifies a revision cloud.

RE **REGEN** / Regenerates the entire drawing from the current viewport.

REA **REGENALL** / Regenerates the drawing and refreshes all viewports.

REC **RECTANG** / Creates a rectangular polyline.

REG **REGION** / Converts an object that encloses an area into a region object.

REN **RENAME** / Changes the names assigned to items such as layers and dimension styles.

REV **REVDATE** / Inserts or updates a block containing user name, current time and date, and drawing name.

RO **ROTATE** / Rotates objects around a base point.

S

S **STRETCH** / Stretches objects crossed by a selection window or polygon.

SC **SCALE** / Enlarges or reduces selected objects, keeping the proportions of the object the same after scaling.

SCR **SCRIPT** / Executes a sequence of commands from a script file.

SET **SETVAR** / Lists or changes the values of system variables.

SHA **SHADEMODE** / Starts the VSCURRENT command.

SN **SNAP** / Restricts cursor movement to specified intervals.

SO **SOLID** / Creates solid-filled triangles and quadrilaterals.

SP **SPELL** / Checks spelling in a drawing.

SPE **SPLINEDIT** / Edits a spline or spline-fit polyline.

SPL **SPLINE** / Creates a smooth curve that passes through or near specified points.

SSM **SHEETSET** / Opens the Sheet Set Manager.

ST **STYLE** / Creates, modifies, or specifies text styles.

SU **SUBTRACT** / Creates a new region by subtracting one overlapping region from another.

T

T **MTEXT** / Creates a multiline text object.

TA **TABLET** / Calibrates, configures, and turns on and off an attached digitizing tablet.

TB **TABLE** / Creates an empty table object.

TEDIT **TEXTEDIT** / Edits a dimensional constraint, dimension, or text object.

TH **THICKNESS** / Sets the default 3D thickness property when creating 2D geometric objects.

TI **TILEMODE** / Controls whether paper space can be accessed.

TO **TOOLBAR** / Displays, hides, and customizes toolbars.

TOL **TOLERANCE** / Creates geometric tolerances contained in a feature control frame.

TP **TOOLPALETTES** / Opens the Tool Palettes window.

TR **TRIM** / Trims objects to meet the edges of other objects.

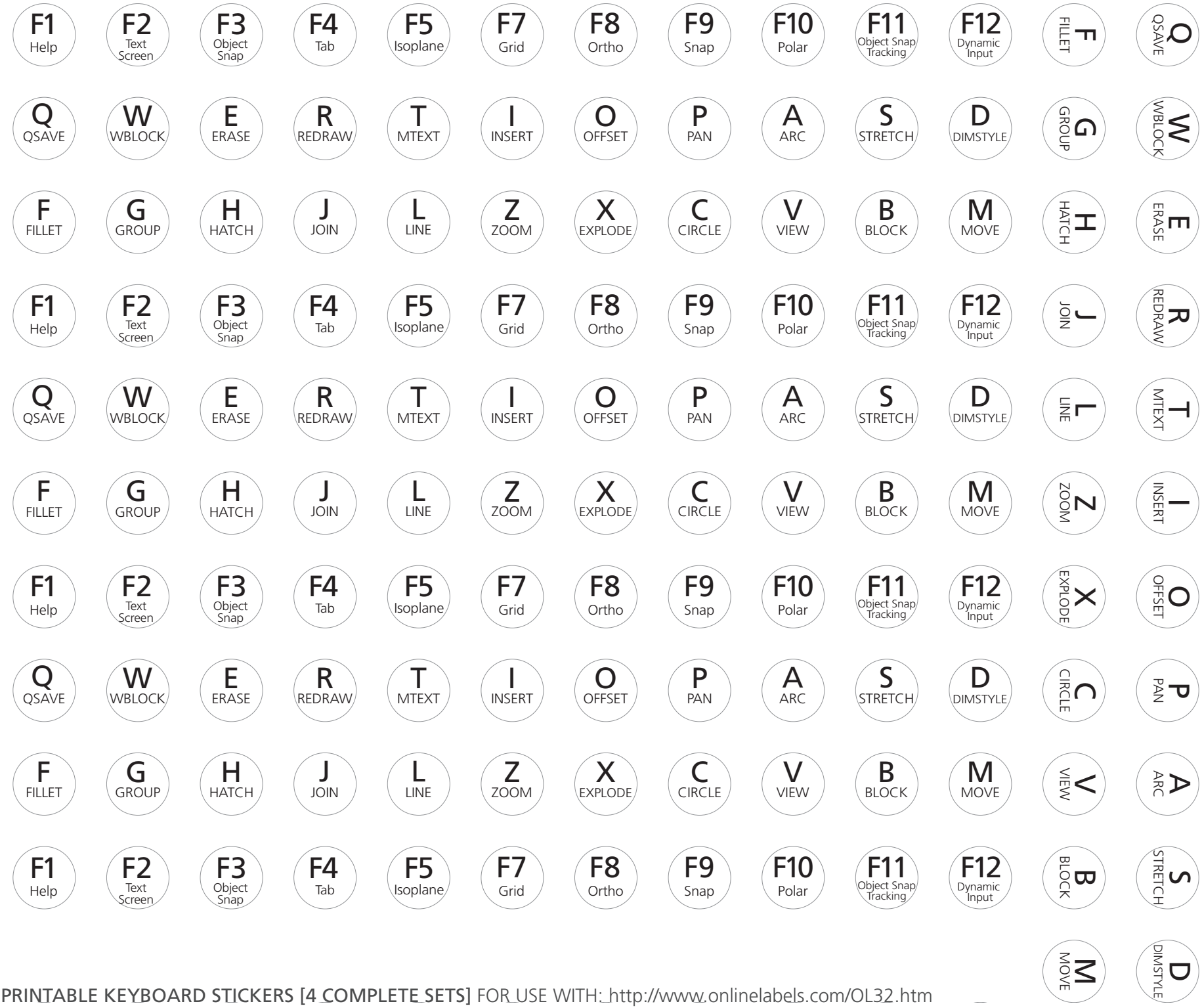
TS **TABLESTYLE** / Creates, modifies, or specifies table styles.

U–W

UC	**UCSMAN** / Manages defined user coordinate systems.
UN	**UNITS** / Controls coordinate and angle display formats and precision.
UNHIDE	**UNISOLATEOBJECTS** / Displays UNISOLATE objects previously hidden with the ISOLATEOBJECTS or HIDEOBJECTS command.
UNI	**UNION** / Unions two solid or two region objects.
V	**VIEW** / Saves and restores named views, camera views, layout views, and preset views.
VGO	**VIEWGO** / Restores a named view.
VPLAY	**VIEWPLAY** / Plays the animation associated to a named view.
W	**WBLOCK** / Writes objects or a block to a new drawing file.
WHEEL	**NAVSWHEEL** / Displays a wheel that contains a collection of view navigation tools.

X–Z

X	**EXPLODE** / Breaks a compound object into its component objects.
XA	**XATTACH** / Inserts a DWG file as an external reference (xref).
XB	**XBIND** / Binds one or more definitions of named objects in an xref to the current drawing.
XC	**XCLIP** / Crops the display of a selected external reference or block reference to a specified boundary.
XL	**XLINE** / Creates a line of infinite length.
XR	**XREF** / Starts the EXTERNALREFERENCES command.
Z	**ZOOM** / Increases or decreases the magnification of the view in the current viewport.
ZIP	**ETRANSMIT** / Creates a Self-Extracting or Zipped Transmittal Package.



PRINTABLE KEYBOARD STICKERS [4 COMPLETE SETS] FOR USE WITH: http://www.onlinelabels.com/OL32.htm