



## OT Draw Keyboard Shortcuts:

The SHIFT Key needs to be held down to operate that function. All other keys are just tapped.

### Drawing:

Key:	Tool:	Drawing:
L:	Line Tool	Press L again while drawing to create Lineshape
S:	Square Tool	
C:	Arc Tool Curve Tool	Press C again while drawing to slide away the arc Press C again to create junction points in the curve
O:	Oval Tool	
A:	Arrow Tool	
D:	Dimension Tool	Press D again while drawing to slide dimension away
T:	Text Tool	
M:	Measure Tool	Press M while drawing to create a snap point at that location
R:	Rail Tool	Press R again to create junction points in the rail

### Manipulating:

Key:	Function:
Space:	Select
H:	Hand Tool
Ctrl + Minus:	Zoom In
Ctrl + Plus:	Zoom Out

### SHIFT Effect:

Key:	Function:
SHIFT:	<u>When Drawing:</u> Keeps lines vertical, horizontal or at 45° Keeps squares, circles, showers etc a perfect square
SHIFT:	<u>When Selecting:</u> Keeps lines in current direction Keeps squares, circles, showers etc in current proportion

### Parameters:

Key:	Parameter:	Key:	Parameter:
F:	Toggle Fill	Ctrl + Z:	Undo
N:	Toggle Snapping	Ctrl + Y:	Redo
TAB:	Toggle Specific Parameters	Ctrl + X:	Cut
Arrows:	Change Object Direction while <b>Drawing</b> Move Object 1 unit while <b>Selecting</b>	Ctrl + C:	Copy
		Ctrl + V:	Paste