

## TOOLS

V	Selection Tool
H	Hand Tool
Z	Zoom Tool
1	Orbit Camera Tool (Shift-1 toggles between them)
2	Pan Camera Tool (Shift-2 toggles between them)
3	Dolly Camera Tool (Shift-3 toggles between them)
W	Rotate Tool
Y	Pan Behind (Anchor Point) Tool
Q	Rectangle Tool (press again to toggle to other shapes)
G	Pen Tool
Ctrl-T	Type Tool
Ctrl-B	Toggle through the Brush, Clone Stamp, & Eraser Tools
Alt-W	Roto Brush Tools (press again to toggle between tools)
Ctrl-P	Puppet Pin Tools (press again to toggle between tools)

## KEYBOARD SHORTCUTS WITH TOOLS

Center Anchor Point.....	Hold Ctrl & Double Click on Pan Behind Tool
Create Shape/Mask at Comp Size.....	Double Click the Shape Tool
Temporarily Toggle to a Tool.....	Hold Keyboard Command for that Tool

## GENERAL

Create New Project.....	Ctrl-Alt-N
Create New Composition.....	Ctrl-N
Edit Composition Settings.....	Ctrl-K
Open Preferences.....	Ctrl-Alt-Semicolon(;)
Import.....	Ctrl-I
Add to Media Encoder Queue.....	Ctrl-Alt-M
Add to Render Queue.....	Ctrl-M

## ZOOM

Zoom In.....	Period(.) or Ctrl-Plus(+)
Zoom Out.....	Comma(,) or Ctrl-Minus(-)
Zoom to 100%.....	Slash(/)
Fit.....	Shift-/
Fit Up To 100% (or 200%).....	Alt-/
Temporarily Toggle to Zoom Tool.....	Hold Z

## INTERFACE & VIEWING OPTIONS

Make the panel under your cursor fill the window.....	Tilde (~)
Scroll Around Canvas (Hand tool).....	Hold H (or Spacebar) & Drag
Show/Hide Rulers.....	Ctrl-R
Show/Hide Document Grid.....	Ctrl-Apostrophe(')
Show/Hide Guides.....	Ctrl-Semicolon(;)
Lock/Unlock All Guides.....	Ctrl-Alt-Shift-Semicolon(;)

## TYPE

Select All.....	Ctrl-A
Select From Cursor to End of Text.....	Ctrl-Shift-End
Select From Cursor to Beginning of Text.....	Ctrl-Shift-Home
Start Editing Selected Text.....	Double-click text layer
Stop Editing Selected Text.....	Ctrl-Return
Increase Font Size.....	Ctrl-Shift->
Decrease Font Size.....	Ctrl-Shift-<
Increase Leading.....	Alt-Down Arrow
Decrease Leading.....	Alt-Up Arrow
Increase Tracking/Kerning.....	Alt-Right Arrow
Decrease Tracking/Kerning.....	Alt-Left Arrow
Baseline Shift Up.....	Alt-Shift-Up Arrow
Baseline Shift Down.....	Alt-Shift-Down Arrow
Text Align Left.....	Ctrl-Shift-L
Text Align Center.....	Ctrl-Shift-C
Text Align Right.....	Ctrl-Shift-R

## REVEALING PROPERTIES IN THE TIMELINE

All Keyframes.....	U
Changed Properties.....	UU
Position.....	P
Anchor Point.....	A
Rotation.....	R
Opacity.....	T
Scale.....	S
Effects.....	E
Expressions.....	EE
Mask Path.....	M
All Mask Properties.....	MM
Audio Levels.....	L
Audio Waveform.....	LL

## WORKING WITH LAYERS THE TIMELINE

Move Layer Up.....	Ctrl-]
Move Layer Down.....	Ctrl-[
Move Layer to Top.....	Ctrl-Shift-]
Move Layer to Bottom.....	Ctrl-Shift-[
Move Layer In to Playhead.....	[
Move Layer Out to Playhead.....	]
Trim Layer In to Playhead.....	Alt-[
Trim Layer Out to Playhead.....	Alt-]
Lock Layer.....	Ctrl-L
Unlock All Layers.....	Ctrl-Shift-L
Center Anchor Point.....	Ctrl-Alt-Home
Center Layer in View.....	Ctrl-Home
Jump Playhead to Layer In Point.....	I
Jump Playhead to Layer Out Point.....	O

## WORKING WITH KEYFRAMES

Jump To Next Keyframe.....	K
Jump To Previous Keyframe.....	J
Add Easy Ease.....	F9
Add Easy Ease In.....	Shift-F9
Add Easy Ease Out.....	Ctrl-Shift-F9
Remove Easing.....	Ctrl-Click the Keyframe
Add Expression.....	Alt-Click the Stopwatch
Move Selected Keyframe Forward 1 Frame.....	Alt-Right Arrow
Move Selected Keyframe Back 1 Frame.....	Alt-Left Arrow
Move Selected Keyframe Forward 10 Frame.....	Shift-Alt-Right Arrow
Move Selected Keyframe Back 10 Frame.....	Shift-Alt-Left Arrow
Create Position Keyframe.....	Alt-P
Create Anchor Point Keyframe.....	Alt-A
Create Rotation Keyframe.....	Alt-R
Create Opacity Keyframe.....	Alt-T
Create Scale Keyframe.....	Alt-S

## DUPLICATING & TRANSFORMING LAYERS

Duplicate.....	Ctrl-D
Scale Proportionately.....	Shift-Drag
Constrain Rotation to 45°.....	Shift-Drag with Rotate Tool
Resize from Center.....	Option-Drag

## TIMELINE

Preview 1 (options are set in the Preview panel).....	Spacebar
Preview 2 (options are set in the Preview panel).....	Shift-Spacebar
Move playhead backward/forward 1 frame in Timeline.....	Page Up/Down
Move playhead backward/forward 10 frames.....	Shift-Page Up/Down
Set beginning or end of work area to playhead position.....	B or N
Toggle Zoom to Fit Entire Timeline.....	Shift-Semicolon(;)