



# Quark Tips

## More Keyboard Shortcuts

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### GLOSSARY

#### Keyboard Shortcut

A key or combination of keys that you press to perform a particular function without using the mouse.

Keyboard Shortcuts is one of our most popular Quark Tips. Here are a few more using the F Keys!

F1	Undo
F2	Cut
F3	Copy
F4	Paste
F5	Bring to Front
F6	Lock / Unlock
F7	Show / Hide Guides
F8	Show / Hide Tools
F9	Show / Hide Measurements
F10	Show / Hide Document Layout
F11	Show / Hide Style Sheets
F12	Show / Hide Colors
Shift-F4	Edit Shape
Shift-F5	Send To Back
Shift-F7	Snap To Guides
Shift-F8	Item / Content Tool
Shift-F9	Edit Font
Shift-F10	Master Pages
Shift-F11	Edit Styles
Shift-F12	Edit Colors
Option-Shift-F4	Edit Clipping Path
Option-Shift-F5	Send Backwards
Option-Shift-F6	Thumbnails
Option-Shift-F8	Previous Tool
Option-Shift-F9	Previous Font
Option-F4	Edit Clipping Path
Option-F5	Send Forward