

CLICKER 5 KEYBOARD SHORTCUTS

ACTION	PC	MAC
Select cell	Shift + left click in the cell	Shift + click in the cell
Cell Properties	Ctrl + click	Apple/command + click
Show on-screen help	F1	Help key
Hide/show grid	F2	F2
Rename grid	F2	F2
Select item in cell group	F7	F7
Move highlight to next item in cell group	F8	F8
Move highlight to previous item in cell group	Shift + F8	Shift + F8
Hear right click sound	F9	F6
Reverse scan direction	Shift + F9	Shift + F6
Full screen mode on/off	F11	Command + F11
Show instant picture for the current word (cycle forward) – make sure to click on the word and not the graphic	F12	Command + F12
<i>Shortcut Editing Keys</i>		
Copy	Ctrl + C	Command + C
Cut	Ctrl + x	Command + X
Paste	Ctrl + V	Command + V
Select all text	Ctrl + A	Command + A
Toggle bold on/off	Ctrl + B	Command + B
Toggle italic on/off	Ctrl + I	Command + I
Toggle underline on/off	Ctrl + U	Command + U
Add new line in a cell	Shift or Ctrl + Enter	Shift + Return
Edit next cell	Tab	Tab
Edit previous cell	Shift + tab	Command + A
Align right	Ctrl + R	Command + }
Align left	Ctrl + L	Command + {
Align Centre	Ctrl + E	Command +]
Reduce indenting	Ctrl + [Command + [

ACTION	PC	MAC
Undo	Ctrl + Z	Command + Z
Make text larger	CTR + (+)	Command + (+)
Make Text Smaller	CTRL + (-)	Command + (-)
<i>Dialog Boxes and Pop-ups</i>		
Show User Preferences	Ctrl + o	Control + O
Show Program Management Options	Ctrl + M	Control + M
Show User Access Options	Ctrl + Shift + A	Control + Shift + A
Print	Ctrl + P	Command + P
Show Onscreen Keyboard	Ctrl + K	Control + K
Show Word Band	Ctrl + W	Control + W
Find	Ctrl + F	Command + F
New Document	Ctrl + N	Control + N
<i>Shortcut Navigation Keys</i>		
Home Folder/Home Grid	Ctrl + H	Control + Home
Quit	Ctrl + Q	Command + Q
Previous Grid	Ctrl + Page Up	Control + page up
Last Grid	Ctrl + page Down	Control + page down