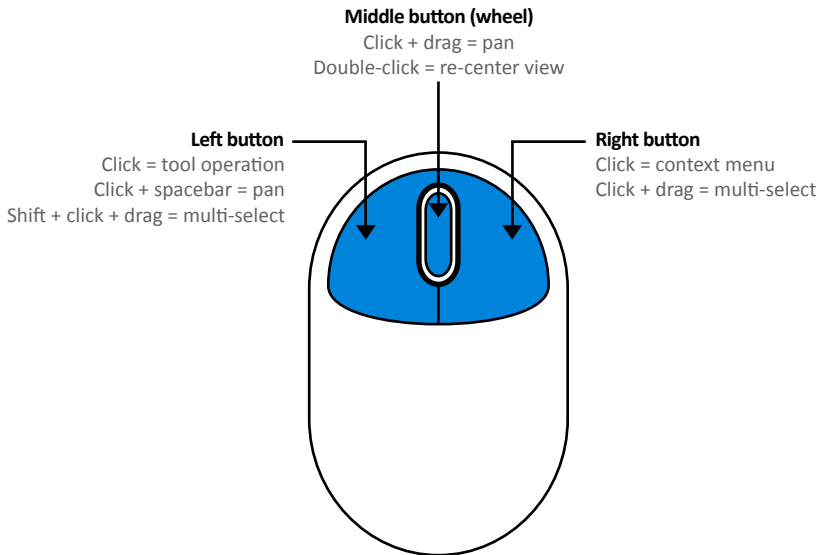




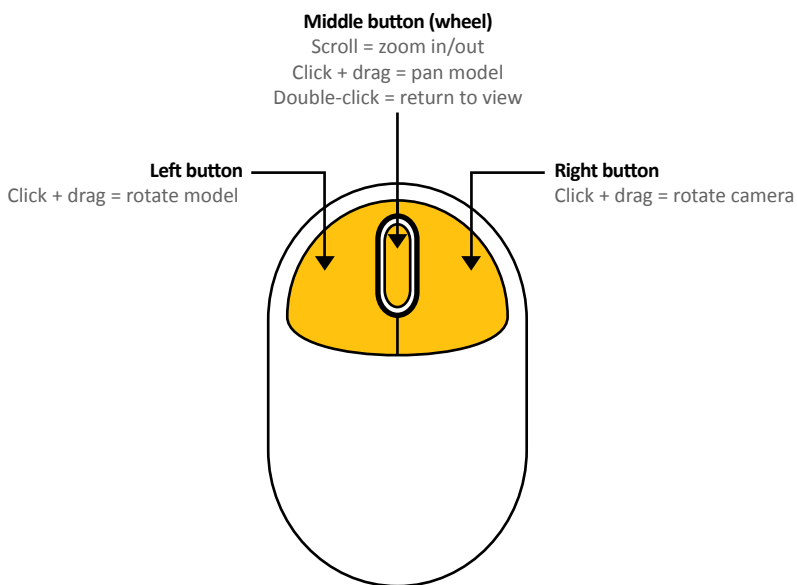
Bluebeam® *Revu*®

KEYBOARD SHORTCUTS

# MOUSE NAVIGATION

































































# MOUSE FOR 3D NAVIGATION


























# MARKUP & EDITING


\* eXtreme® exclusive

Cloud		C	Copy		Ctrl + C
Ellipse		E	Paste		Ctrl + V
Eraser		Shift + E	Paste in place		Ctrl + Shift + V
Snapshot		G	Cut		Ctrl + X
Highlight		H	Undo		Ctrl + Z
Hyperlink		Shift + H	Redo		Ctrl + Y
Image		I	Align bottom		Ctrl + Alt + B
Line		L	Align left		Ctrl + Alt + L
Arc		Shift + C	Align right		Ctrl + Alt + R
Arrow		A	Align top		Ctrl + Alt + T
Dimension		Shift + L	Flip horizontal		Ctrl + Alt + H
Note		N	Flip vertical		Ctrl + Alt + V
Polyline		Shift + N	Bring forward		Ctrl + ]
Lasso		Shift + O	Send backward		Ctrl + [
Pen		P	Bring to front		Ctrl + Shift + ]
Polygon		Shift + P	Send to back		Ctrl + Shift + [
Callout		Q	Group markups		Ctrl + G
Rectangle		R	Ungroup markups		Ctrl + Shift + G
Text box		T	Select all markups		Ctrl + A
Typewriter		W	Toggle markup lock		Ctrl + Shift + L
File attachment		F	Move markup up		Shift + Up
Flag		Shift + F	Move markup down		Shift + Down
Format Painter		Ctrl + Shift + C	Move markup left		Shift + Left
Measure		M	Move markup right		Shift + Right
Length Measurement		Shift + Alt + L	Add bookmark		Ctrl + B
Perimeter Measurement		Shift + Alt + P	3D Editor		Ctrl + Alt + 3
Area Measurement		Shift + Alt + A	Spell check		F7
Volume Measurement		Shift + Alt + V	Form Editor *		Ctrl + Shift + F
Count Measurement		Shift + Alt + C	OCR *		Ctrl + Shift + O
Diameter Measurement		Shift + Alt + D	Open Global Javascript *		Ctrl + Shift + J
Angle Measurement		Shift + Alt + G	Mark for redaction *		Shift + R
Radius Measurement		Shift + Alt + U	Apply redactions *		Shift + A
Cycle measurements type		Shift + M	Add signature field		X
Complete annotation		Enter	Toggle grid		Shift + F9
Exit current command		Esc	Toggle snap to grid		Ctrl + Shift + F9
Edit text in comment		F2			
Flatten markups		Ctrl + Shift + M			
Unflatten markups		Ctrl + Shift + U			









## VIEWING

Split view		Ctrl + 2
Split view horizontal		Ctrl + H
Unsplit view		Ctrl + Shift + 2
Toggle split orientation		Ctrl + I
Switch view		Ctrl + 1
Balance views		Shift + F12
Toggle stay on top		Ctrl + F12
Show / hide tabs		Shift + F4
Single page mode		Ctrl + 4
Continuous mode		Ctrl + 5
Side by side mode		Ctrl + 6
Continuous side by-side mode		Ctrl + 7
Full screen		F11
Presentation		Ctrl + Enter
Actual size		Ctrl + 8
Fit page		Ctrl + 9
Fit width		Ctrl + 0
Show / hide rulers		Ctrl + R
Zoom mode		Z
Zoom out		Ctrl + (-)
Zoom in		Ctrl + (+)
Refresh document view		F5
Cycle zoom		Shift + Z
Rotate view counterclockwise		Ctrl + Shift + (-)
Rotate view clockwise		Ctrl + Shift + (+)


















## NAVIGATION

Select		V
Pan		Shift + V
Previous document		Ctrl + Shift + F6
Next document		Ctrl + F6
Jump to first page		Home
Jump to last page		End
Previous page		Ctrl + Left
Next page		Ctrl + Right
Previous view		Alt + Left
Next view		Alt + Right
Next comment		Tab
Previous comment		Shift + Tab
Next tab		Ctrl + Tab
Previous tab		Ctrl + Shift + Tab
Scroll up		Up
Scroll down		Down
Scroll left		Left
Scroll right		Right







## PAGE MANIPULATION

Insert blank page		Ctrl + Shift + N
Insert pages		Ctrl + Shift + I
Extract pages		Ctrl + Shift + X
Replace pages		Ctrl + Shift + Y
Delete pages		Ctrl + Shift + D
Rotate pages		Ctrl + Shift + R
Copy page to snapshot		Ctrl + Alt + C
Deskew		Ctrl + Alt + D
Rotate clockwise		Shift + Alt + (=)
Rotate counterclockwise		Shift + Alt + (-)
Crop pages		Shift + Alt + O

## SHOW TABS









Bookmarks tab		Alt + B
Markups tab		Alt + L
Measurements tab		Alt + U
Properties tab		Alt + P
Search tab		Alt + 1
Thumbnails tab		Alt + T
Tool Chest™ tab		Alt + X
File Access™ tab		Alt + A
Studio™		Alt + C
bFX™ tab		Alt + K
Layers tab		Alt + Y
Spaces tab		Alt + S
Links tab		Alt + N
Forms tab *		Alt + Q
JavaScript Console		Alt + J
3D model tree		Alt + 3
Sets		Alt + 2

## MISCELLANEOUS














Open help window		F1
Toggle navigation bar		F4
Toggle status bar		F8
Toggle menu bar		F9
Close context menu		F10
Open context menu		Shift + F10
Show start page tab		F12
Document properties		Ctrl + D
Preferences		Ctrl + K
Document security		Ctrl + L
Toggle dimmer switch		Ctrl + F5

\* eXtreme exclusive

## ADVANCED TEXT

Search		Ctrl + F
Search - next result		F3
Search - previous result		Shift + F3
Select text		Shift + T
Select all text		Ctrl + Shift + A
Review text		Shift + Alt + R
Underline text		U
Squiggly text		Shift + U
Strikethrough text		D
Mark text for redaction *		Shift + K

## FILE OPERATIONS

Create PDF		Ctrl + N
Image from scanner		Shift + I
Open		Ctrl + O
Reopen files from last session		Ctrl + Alt + O
Print		Ctrl + P
Publish as		Ctrl + Shift + P
E-mail PDF		Ctrl + E
Save		Ctrl + S
Flatten PDF and save		Ctrl + Alt + F
Save a copy (save as)		Ctrl + Shift + S
Save all		Shift + F2
New WebTab™		Ctrl + T
Export markups		Ctrl + F2
Import markups		Ctrl + F3
Previous document in folder		Alt + PgUp
Next document in folder		Alt + PgDn
Close all open tabs		Ctrl + Shift + W
Close current document		Ctrl + W / F4
Close application		ALT + F4
Exit		Ctrl + Q