



### Microstation Shortcuts for Windows

No.	Action	Windows Shortcuts	Section
1	New/Create Design File	Ctrl + N	Most used Managing Design Files
2	Open Design File	Ctrl + O	Most used Managing Design Files
3	Closes the active design file	Ctrl + W	Most used Managing Design Files
4	Save changes	Ctrl + S	Most used Managing Design Files
5	Save Settings	Ctrl + F	Most used Managing Design Files
6	Print/Plot Dialog	Ctrl + P	Most used Managing Design Files
7	Undo	Ctrl + Z	Most used Managing Design Files
8	Redo	Ctrl + Y	Most used Managing Design Files
9	Cut	Ctrl + X	Most used Managing Design Files
10	Copy	Ctrl + C	Most used Managing Design Files
11	Paste	Ctrl + V	Most used Managing Design Files
12	Group current selection	Ctrl + G	Most used Managing Design Files
13	Ungroup current selection	Ctrl + U	Most used Managing Design Files
14	Lock element	Ctrl + L	Most used Managing Design Files
15	Unlock element	Ctrl + M	Most used Managing Design Files
16	Element Information	Ctrl + I	Most used Managing Design Files
17	View Levels Display	Ctrl + E	Most used Managing Design Files
18	View Attributes	Ctrl + B	Most used Managing Design Files
19	Tool Boxes dialog	Ctrl + T	Most used Managing Design Files

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