



PDF-XChange Editor Shortcuts for Windows

No.	Action	Windows Shortcuts	Section
1	Set the zoom level to 100% and show document pages at their actual size	Ctrl + 1	Most used PDF-XChange Editor Shortcuts
2	Add Bookmark	Ctrl + Shift + B	Most used PDF-XChange Editor Shortcuts
3	Align text to the left	Ctrl + L	Most used PDF-XChange Editor Shortcuts
4	Align text to the right	Ctrl + R	Most used PDF-XChange Editor Shortcuts
5	Show/Hide the Attachments pane	Ctrl + Shift + A	Most used PDF-XChange Editor Shortcuts
6	Enable/Disable the auto-scroll feature	Ctrl + Shift + H	Most used PDF-XChange Editor Shortcuts
7	Navigate Backward	Alt + Left Arrow key	Most used PDF-XChange Editor Shortcuts
8	Make the selected text bold	Ctrl + B	Most used PDF-XChange Editor Shortcuts
9	Show/Hide the Bookmarks pane	Ctrl + B	Most used PDF-XChange Editor Shortcuts
10	Create a new scale for use with the measurement tools	Ctrl + Shift + C	Most used PDF-XChange Editor Shortcuts
11	Center selected text	Ctrl + E	Most used PDF-XChange Editor Shortcuts
12	Close the active document	Ctrl + W	Most used PDF-XChange Editor Shortcuts
13	Show/Hide the Comments pane	Ctrl + M	Most used PDF-XChange Editor Shortcuts
14	Launch online manual	F1	Most used PDF-XChange Editor Shortcuts
15	Copy the selection to the clipboard	Ctrl + C	Most used PDF-XChange Editor Shortcuts
16	Create a new document	Ctrl + N	Most used PDF-XChange Editor Shortcuts
17	Crop page	Ctrl + Shift + T	Most used PDF-XChange Editor Shortcuts
18	Cut	Ctrl + X	Most used PDF-XChange Editor Shortcuts
19	Delete	Delete	Most used PDF-XChange Editor Shortcuts
20	Delete pages	Ctrl + Shift + D	Most used PDF-XChange Editor Shortcuts
21	Demote Bookmarks	Alt + Right Arrow key	Most used PDF-XChange Editor Shortcuts
22	Promote bookmark	Alt + Left Arrow key	Most used PDF-XChange Editor Shortcuts
23	Show/Hide the Document Info Bar	Ctrl + Alt + I	Most used PDF-XChange Editor Shortcuts
24	Document Properties	Ctrl + D	Most used PDF-XChange Editor Shortcuts
25	Edit Code Snippets	Ctrl + J	Most used PDF-XChange Editor Shortcuts
26	Edit/create form fields	Ctrl + Shift + 7	Most used PDF-XChange Editor Shortcuts
27	(hold) Enable Hand Tool Temporarily	Spacebar	Most used PDF-XChange Editor Shortcuts
28	Enable Snapping	Ctrl + Shift + ;	Most used PDF-XChange Editor Shortcuts
29	Enable/Disable exclusive mode for the active tool	Ctrl + G then Ctrl + E	Most used PDF-XChange Editor Shortcuts
30	Exit	Ctrl + Q	Most used PDF-XChange Editor Shortcuts
31	Extract pages	Ctrl + Shift + E	Most used PDF-XChange Editor Shortcuts
32	Show/Hide the Fields pane	Ctrl + I	Most used PDF-XChange Editor Shortcuts
33	Find	Ctrl + F	Most used PDF-XChange Editor Shortcuts
34	Go to first page	Home	Most used PDF-XChange Editor Shortcuts
35	Fit page to the window	Ctrl + 0	Most used PDF-XChange Editor Shortcuts
36	Fit visible: Fit the active page(s) according to width and exclude white margins	Ctrl + 3	Most used PDF-XChange Editor Shortcuts
37	Fit width: Fit the active page(s) according to width and include white margins	Ctrl + 2	Most used PDF-XChange Editor Shortcuts
38	Navigate forward	Alt + Right Arrow key	Most used PDF-XChange Editor Shortcuts
39	View document in full screen	F11	Most used PDF-XChange Editor Shortcuts
40	Go to selected bookmark	Spacebar	Most used PDF-XChange Editor Shortcuts
41	Move to the selected bookmark	Spacebar	Most used PDF-XChange Editor Shortcuts
42	Go to next found item	F3	Most used PDF-XChange Editor Shortcuts
43	Go to page	Ctrl + Shift + N	Most used PDF-XChange Editor Shortcuts
44	Go to previous found item	Shift + F3	Most used PDF-XChange Editor Shortcuts
45	Hide all comments	Ctrl + Shift + 8	Most used PDF-XChange Editor Shortcuts
46	Highlight required form fields	Ctrl + Alt + H	Most used PDF-XChange Editor Shortcuts
47	Insert pages	Ctrl + Shift + I	Most used PDF-XChange Editor Shortcuts
48	Invert selection	*	Most used PDF-XChange Editor Shortcuts
49	Italic	Ctrl + I	Most used PDF-XChange Editor Shortcuts
50	Justify text	Ctrl + J	Most used PDF-XChange Editor Shortcuts
51	Go to the last page	End	Most used PDF-XChange Editor Shortcuts
52	Show/Hide the Layers pane	Ctrl + L	Most used PDF-XChange Editor Shortcuts
53	Show/Hide the Menu Toolbar	F9	Most used PDF-XChange Editor Shortcuts
54	Move the selected bookmark(s) down	Alt + Down Arrow key	Most used PDF-XChange Editor Shortcuts
55	Move the selected bookmark(s) up	Alt + Up Arrow key	Most used PDF-XChange Editor Shortcuts
56	Add a new attachment	Insert	Most used PDF-XChange Editor Shortcuts
57	New bookmark after selected	Insert	Most used PDF-XChange Editor Shortcuts
58	New bookmark before selected	Alt + Insert	Most used PDF-XChange Editor Shortcuts
59	New child bookmark	Ctrl + Alt + Insert	Most used PDF-XChange Editor Shortcuts
60	New last child bookmark	Ctrl + Insert	Most used PDF-XChange Editor Shortcuts
61	New destination	Insert	Most used PDF-XChange Editor Shortcuts
62	Next document	Ctrl + Tab	Most used PDF-XChange Editor Shortcuts
63	Next page	Ctrl + Right Arrow key	Most used PDF-XChange Editor Shortcuts
64	Open	Ctrl + O	Most used PDF-XChange Editor Shortcuts
65	Override document colors	Ctrl + Shift + 6	Most used PDF-XChange Editor Shortcuts
66	Paste	Ctrl + V	Most used PDF-XChange Editor Shortcuts
67	Preferences	Ctrl + K	Most used PDF-XChange Editor Shortcuts
68	Previous document	Ctrl + Shift + Tab	Most used PDF-XChange Editor Shortcuts
69	Previous misspelling	Alt + F7	Most used PDF-XChange Editor Shortcuts
70	Previous page	Ctrl + Left Arrow key	Most used PDF-XChange Editor Shortcuts
71	Print	Ctrl + P	Most used PDF-XChange Editor Shortcuts
72	Properties pane	Ctrl + `	Most used PDF-XChange Editor Shortcuts
73	Properties toolbar	Ctrl + E	Most used PDF-XChange Editor Shortcuts
74	Redo	Ctrl + Y	Most used PDF-XChange Editor Shortcuts
75	Rename the selected item	F2	Most used PDF-XChange Editor Shortcuts
76	Reopen closed documents	Ctrl + Shift + W	Most used PDF-XChange Editor Shortcuts
77	Rotate counterclockwise	Ctrl + Shift + -	Most used PDF-XChange Editor Shortcuts



No.	Action	Windows Shortcuts	Section
78	Rotate clockwise	Ctrl + Shift + +	Most used PDF-XChange Editor Shortcuts
79	Rotate pages	Ctrl + Shift + R	Most used PDF-XChange Editor Shortcuts
80	Run the script written in the console window	Ctrl + Enter	Most used PDF-XChange Editor Shortcuts
81	Run selected script	Ctrl + Shift + Enter	Most used PDF-XChange Editor Shortcuts
82	Save	Ctrl + S	Most used PDF-XChange Editor Shortcuts
83	Save as	Ctrl + Shift + S	Most used PDF-XChange Editor Shortcuts
84	Search pane	Ctrl + Alt + F	Most used PDF-XChange Editor Shortcuts
85	Select all text	Ctrl + A	Most used PDF-XChange Editor Shortcuts
86	Show all comments	Ctrl + 8	Most used PDF-XChange Editor Shortcuts
87	Show/hide gaps between pages	Ctrl + Shift + G	Most used PDF-XChange Editor Shortcuts
88	Show grid	Ctrl + '	Most used PDF-XChange Editor Shortcuts
89	Show/hide guides Click and drag from rulers to create guides	Ctrl + ;	Most used PDF-XChange Editor Shortcuts
90	Show JavaScript Console	Ctrl + J	Most used PDF-XChange Editor Shortcuts
91	Show/hide rulers	Ctrl + R	Most used PDF-XChange Editor Shortcuts
92	Start spell checking	F7	Most used PDF-XChange Editor Shortcuts
93	Strikethrough	Ctrl + Shift + S	Most used PDF-XChange Editor Shortcuts
94	Show/hide thumbnails pane	Ctrl + T	Most used PDF-XChange Editor Shortcuts
95	Show/Hide all toolbars and menus	Ctrl + F8	Most used PDF-XChange Editor Shortcuts
96	Toggle all toolbars	F8	Most used PDF-XChange Editor Shortcuts
97	Underline	Ctrl + U	Most used PDF-XChange Editor Shortcuts
98	Undo	Ctrl + Z	Most used PDF-XChange Editor Shortcuts
99	Zoom in	Ctrl + +	Most used PDF-XChange Editor Shortcuts
100	Zoom out	Ctrl + -	Most used PDF-XChange Editor Shortcuts
101	Zoom to a custom level	Ctrl + Shift + M	Most used PDF-XChange Editor Shortcuts

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