



**CorelDRAW™**

99designs' guide to our favorite shortcuts in CorelDRAW.

Ramp up the speed of your design - these shortcuts will help you on your way to truly professional looking design in no time.

## TOOLS

Tools we use to make the design

ACTION	SHORTCUT
Spiral	A
Grid	D
Add to a fill object	G
Hand	H
Strokes	I
Mesh Fill	M
Create objects by sketching	S
Eraser	X
Polygon	Y
Freehand Tool	F5
Rectangles	F6
Ellipses and Circles	F7
Add text	F8
Select nodes	F10
Toggle between eyedropper and paintbucket	Shift
Toggle between current tool and pick tool	Space Bar

## ALIGNMENT

Tools we use to make the design

ACTION	SHORTCUT
Align Top	T
Align Bottom	B
Align Left	L
Align Right	R
Align Centers Vertically	C
Align Centers Horizontally	E
Center to Page	P

## SHORTCUT CHEAT SHEET: CorelDRAW

### FILE

Basic functions dealing with the program

ACTION	SHORTCUT
New	Control & N
Open	Control & O
Save As	Control & Shift & S
Export	Control & E
Print	Control & P
Exit	Alt & F4

### EDIT

Basic functions concerning the design

ACTION	SHORTCUT
Cut	Control & X
Copy	Control & C
Paste	Control & V
Duplicate	Control & D
Undo	Control & Z
Redo	Control & Shift & Z
Replicate	Control & R

### VIEW

How we see the design on the screen

ACTION	SHORTCUT
Zoom In	F2
Zoom Out	F3
Fit In Window	F4
Rulers	Control & Shift & R
Grid	Control & Shift & E

### ADJUST

Adjusting the image and colors of the design

ACTION	SHORTCUT
Tone Curve	Control & T
Brightness/Contrast/Intensity	Control & B
Hue/Saturation/Lightness	Control & Shift & U
Color Balance	Control & Shift & B

### MASK

Working with Masks

ACTION	SHORTCUT
Select All	Control & A
Mask From Object	Control & M
Paint on Mask	Control & K

### OBJECT

Working with objects in the design

ACTION	SHORTCUT
Duplicate	Control & D
Group	Control & G
Feather	Control & Shift & F

# Coreldraw Quick Reference

**John Walkenbach**



## **Coreldraw Quick Reference:**

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