

# Shortcuts, Menus, & Toolbars (Mac)

From *E-Learning Uncovered: Adobe Captivate 5.5*

## Useful Keyboard Shortcuts

Refer to Adobe Captivate Help Files for a complete list of keyboard shortcuts.

### Insert

New Slide	Shift + Cmd + V
Blank Slide	Shift + Cmd + J
Question Slide	Shift + Q
Text Caption	Shift + Cmd + C
Mouse	Shift + Cmd + U

### Editing

Undo	Cmd + Z
Redo	Cmd + Y
Cut	Cmd + X
Copy	Cmd + C
Paste	Cmd + V
Duplicate	Cmd + D

### File Management

Save	Cmd + S
Publish	Option + Shift + F12

### Formatting

Bold	Cmd + B
Underline	Cmd + U
Italics	Cmd + I

### Timing

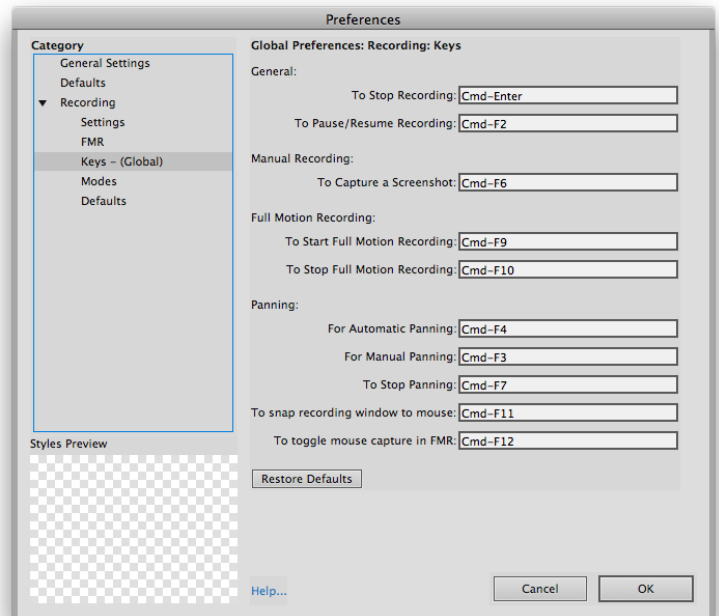
Sync Object to Playhead	Cmd + L
Show for Rest of Slide	Cmd + E
Start Next Slide <i>(in Edit Slides Audio)</i>	Cmd + S

### Play/Preview

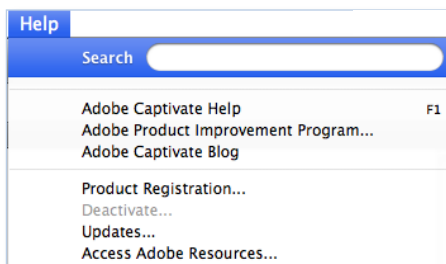
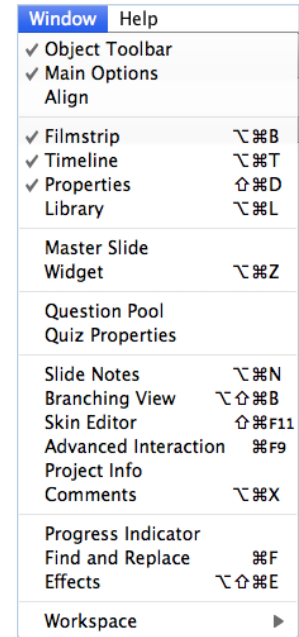
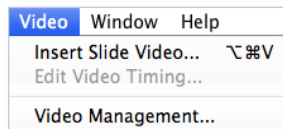
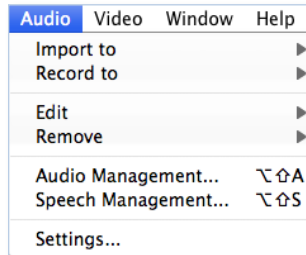
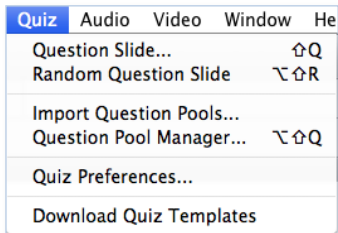
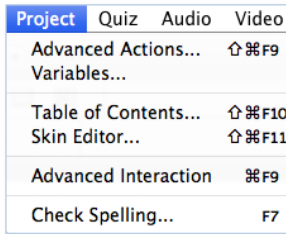
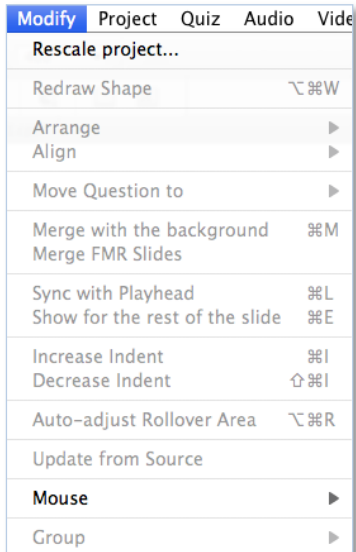
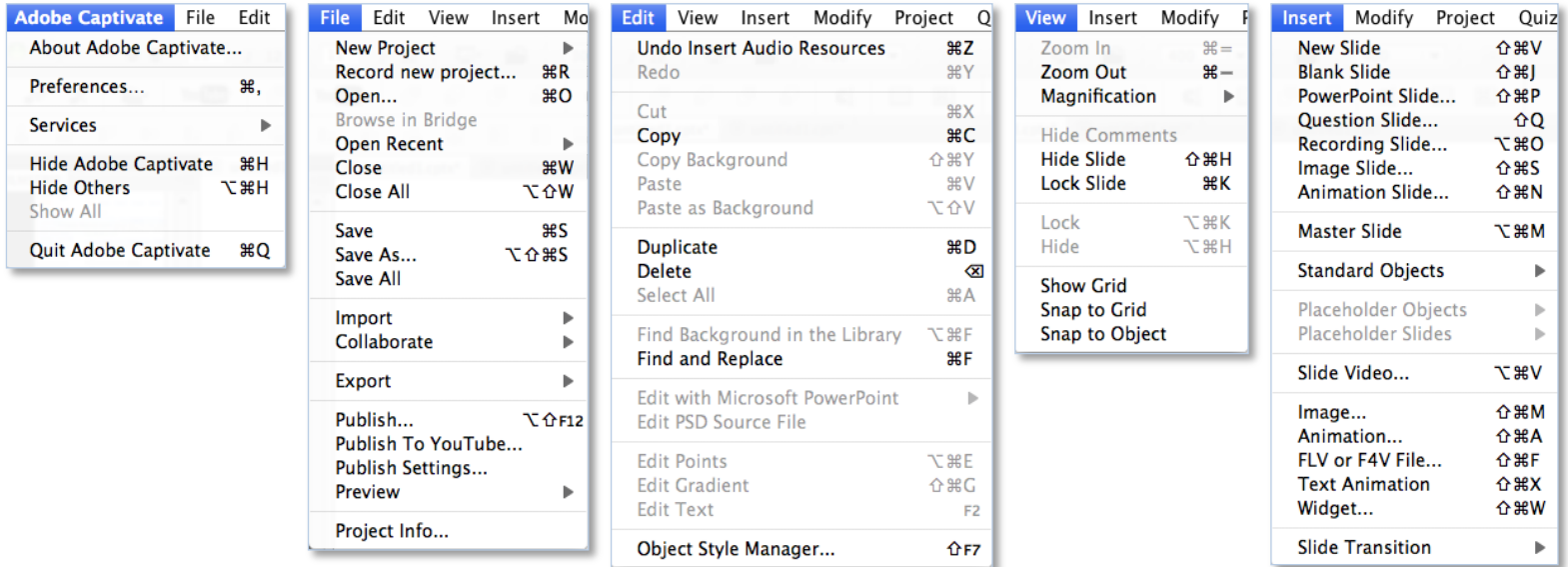
Play Slide	F3
Preview Project	F4
Preview From This Slide	Cmd + F8
Preview Next 5 Slides	Cmd + F10
Preview In Web Browser	Cmd + F12
Toggle Play/Pause	Space

### View

Zoom In	Cmd + =
Zoom Out	Cmd + -

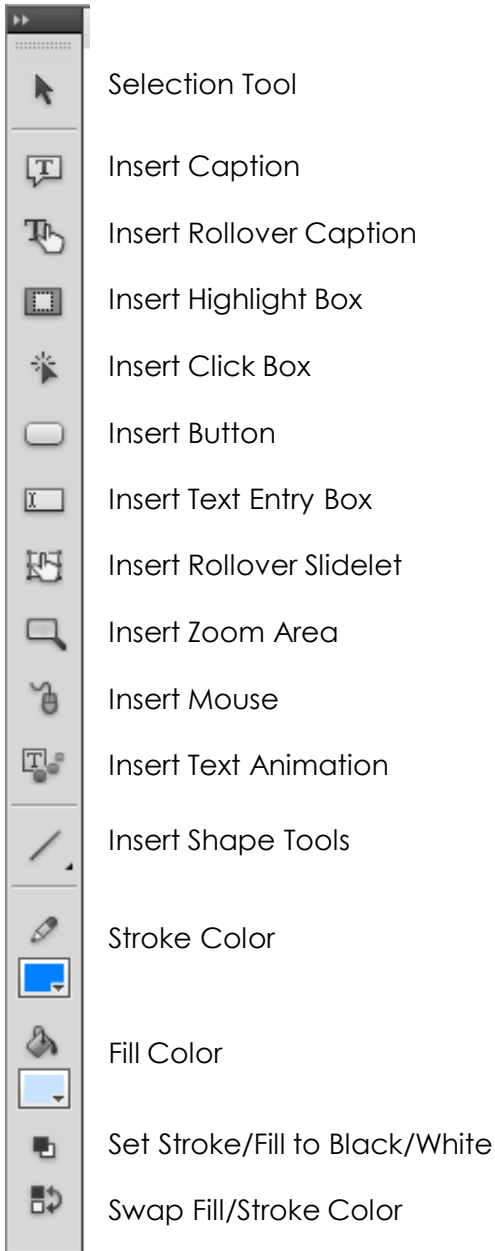


## Captivate for Mac Menus



## Captivate for Mac Toolbars

### Object Toolbar



### Main Options Toolbar



### Align Toolbar

