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Keystroke	Function
Alt + A	Open the Advanced drop-down menu
Alt + C	Open the Comments drop-down menu
Alt + D	Open the Document drop-down menu
Alt + E	Open the Edit drop-down menu
Alt + F	Open the File drop-down menu
Alt + H	Open the Help drop-down menu
Alt + T	Open the Tools drop-down menu
Alt + V	Open the View drop-down menu
Alt + W	Open the Window drop-down menu
Alt + F4	Close Adobe Acrobat Professional
Alt + F8	Reset tool bars
Alt + Left Arrow	Display the previous view
Alt + Right Arrow	Display the next view
Alt + Shift + Left Arrow	Display the previous document
Alt + Shift + Right Arrow	Display the next document
Ctrl + = (equal sign)	Zoom in
Ctrl + - (minus sign)	Zoom out
Ctrl + 0	Fit Page
Ctrl + 1	Actual size
Ctrl + 2	Fit Width
Ctrl + A	Select all
Ctrl + B	Add a bookmark
Ctrl + C	Copy
Ctrl + D	Open the Document Properties dialog box
Ctrl + E	Open/close the Properties toolbar
Ctrl + F	Find
Ctrl + H	Open/close History pane
Ctrl + I	Open the Properties dialog box
Ctrl + J	Open the JavaScript Debugger
Ctrl + K	Preferences

Keystroke	Function
Ctrl + L	Switch between full-screen/normal view
Ctrl + M	Zoom
Ctrl + O	Open
Ctrl + P	Print
Ctrl + R	Toggle on/off Rulers
Ctrl + S	Save
Ctrl + T	Print with Comments Summary options
Ctrl + U	Toggle on/off Grid lines
Ctrl + V	Paste
Ctrl + W	Close
Ctrl + X	Cut
Ctrl + Z	Undo
Ctrl + F4	Close current document
Ctrl + F6	Move to next open document (focus must be on document pane)
Ctrl + Page Down	Move to the next page
Ctrl + Page Up	Move to the previous page
Down Arrow	Scroll down
End	Move to the last page
Enter	Activate select item, tool, or command
Esc	Activate Hand tool
Home	Move to the first page
Left Arrow	Move to the previous page
Page Down	Move to the next screen
Page Up	Move to the previous screen
Spacebar	Activate selected item, tool, or comment Scroll (when Hand tool is active)
Up Arrow	Scroll up
Right Arrow	Move to the next page
Shift + * (asterisks)	Expand all Bookmarks (when Bookmark pane is open)
Shift + F5	Move focus to the status bar (focus must be on document pane)
Shift + F6	Move focus to previous pane or panel
Shift + F10	Open content menu
Shift + Ctrl + + (plus sign)	Rotate view clockwise

Keystroke	Function
Shift + Ctrl + - (minus sign)	Rotate view counterclockwise
Shift + Ctrl + 1	Organizer
Shift + Ctrl + 2	Add to Collection
Shift + Ctrl + 6	Accessibility Quick Check
Shift + Ctrl + 9	Open Electronics for Imaging, Inc. PrintMe Adobe Acrobat plugin in default browser
Shift + Ctrl + D	Delete Pages
Shift + Ctrl + F	Open the Search PDF pane
Shift + Ctrl + H	Automatically scroll
Shift + Ctrl + I	Insert Pages
Shift + Ctrl + J	Minimize current document window
Shift + Ctrl + K	Maximize current document window
Shift + Ctrl + N	Go To Page
Shift + Ctrl + O	Create PDF from Web page
Shift + Ctrl + P	Print Setup
Shift + Ctrl + R	Rotate Pages
Shift + Ctrl + S	Save As
Shift + Ctrl + T	Crop Pages
Shift + Ctrl + U	Snap to grid
Shift + Ctrl + V	Begin reading the document with text-to-speech synthesis
Shift + Ctrl + W	Close all open documents
Shift + Ctrl + X	Preflight
Shift + Ctrl + F5	Open and activate the Navigation pane
Shift + Ctrl + F6	Move to previous open document (focus must be on document pane)
Shift + Ctrl + Page Down	Move to the last page
Shift + Ctrl + Page Up	Move to the first page
Shift + Ctrl + Down Arrow	Move to the last page
Shift + Ctrl + Up Arrow	Move to the first page
F1	Open Adobe Acrobat Professional Help
F3	Move to next search result
F4	Open/close the Navigation pane
F5	Move focus to document pane
F6	Move focus to next pane or panel
F7	Check spelling

Keystroke	Function
F8	Hide tool bars
F9	Show/hide the Menu bar
F10	Move focus to menus Close context menu



**Bill Detwiler** is a Section Editor for CNET Networks where he works on the TechRepublic.com team. Previously he worked as a Technical Support Associate and Information Technology Manager in the social research and energy industries. Bill is a Microsoft Certified Professional with experience in Windows administration, data management, and desktop support. He has bachelor's and master's degrees in the Administration of Justice from the University of Louisville, where he guest lectures on high-tech and computer crime.

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## Version history

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