

Mac ActivInspire Keyboard Shortcuts

COMMAND A	SELECT ALL (EVERYTHING ON THE INSPIRE SCREEN)
COMMAND B	BROWSERS (REVEAL THEM OR HIDE THEM)
COMMAND C	COPY (THAT WHICH IS SELECTED)
COMMAND D	DUPLICATE (THAT WHICH IS SELECTED; IF A PAGE IS SELECTED IN THE PAGE BROWSER, IT DUPLICATES THE SELECTED FLIPCHART PAGE)
COMMAND E	ERASER (INVOKE THE ERASER TOOL)
COMMAND F	FILL (INVOKE THE FILL TOOL)
COMMAND H	HIDE THE APPLICATION (CLICK THE INSPIRE ICON TO MAKE IT REAPPEAR).
COMMAND J	EDIT PROFILE
COMMAND M	MEDIA (CHOOSE MEDIA TO INSERT INTO FLIPCHART - SUCH AS AUDIO OR VIDEO)
COMMAND N	NEW (CREATE A NEW FLIPCHART)
COMMAND O	OPEN (OPEN AN EXISTING FLIPCHART)
COMMAND P	PRINT FLIPCHART
COMMAND S	SAVE FLIPCHART
COMMAND T	TEXT (INVOKE THE TEXT TOOL)
COMMAND U	CUSTOMIZE TOOLBAR (EDIT PROFILE - COMMANDS)
COMMAND V	PASTE (WHATEVER WAS COPIED, SUCH AS WITH COMMAND + C)
COMMAND W	CLOSE FLIPCHART
COMMAND X	CUT (OBJECT HAS TO BE SELECTED)
COMMAND Z	UNDO WHAT HAS JUST BEEN DONE.

SHIFT COMMAND A	DESKTOP ANNOTATE (CLICK DESKTOP ANNOTATE ON TOOLBAR , UPPER LEFT ICON, SECOND DOWN, TO RETURN TO FLIPCHART)
SHIFT COMMAND C	CONNECTORS (INVOKE THE CONNECTORS TOOL)
SHIFT COMMAND D	DESKTOP SNAPSHOT
SHIFT COMMAND E	EXPORT (THE FLIPCHART PAGE AS A BITMAP (.BMP))
SHIFT COMMAND G	GRID DESIGNER
SHIFT COMMAND H	HANDWRITING RECOGNITION
SHIFT COMMAND K	CAMERA SNAPSHOT
SHIFT COMMAND M	MAGIC INK (INVOKE THE MAGIC INK TOOL)
SHIFT COMMAND N	NOTES BROWSER
SHIFT COMMAND O	CIRCULAR SPOTLIGHT
SHIFT COMMAND P	PEN (INVOKE THE PEN TOOL)
SHIFT COMMAND Q	QUIT
SHIFT COMMAND R	SOUND RECORDER
SHIFT COMMAND S	SAVE AS
SHIFT COMMAND T	TICKETAPE (INVOKE THE TICKETAPE)
SHIFT COMMAND U	CLOCK (INVOKE THE CLOCK)
SHIFT COMMAND Z	REDO WHAT WAS UNDONE

