

# Libre-Office Drawing All Shortcut Keys

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Shortcut keys	Effect
Ctrl+A	Select all page content
Ctrl+B	Make selected text bold
Ctrl+C	Copy the selected content
Ctrl+E	Align selected text in center alignment
Ctrl+F	Open Find text dialog box
Ctrl+H	Open Find & Replace text dialog box
Ctrl+I	Italicize the selected text
Ctrl+J	Align selected text in justify alignment
Ctrl+K	Open Hyperlink dialog box
Ctrl+L	Align selected text in left alignment
Ctrl+M	Apply Clear Formatting on selected text
Ctrl+N	Create a New document
Ctrl+O	Open an Existing document
Ctrl+P	Open Print dialog box
Ctrl+Q	Close the Libre-Office writer
Ctrl+R	Align selected text in right alignment
Ctrl+S	Save changes to a document
Ctrl+U	Underline the selected text
Ctrl+V	Paste the copied content
Ctrl+W	Close the current window
Ctrl+X	Cut a selection
Ctrl+Y	Redo a change/ forward change
Ctrl+Z	Undo a change/ backward change
Plus Button/ +	Page Zoom out
Minus Button/ -	Page Zoom in
Multiply Button/ *	Zooms to fit entire page in screen
Ctrl+ +	Bring shape front
Ctrl+ -	Bring shape back
Ctrl+[	Decrease selected font size
Ctrl+]	Increase selected font size
Ctrl+1	Align selected text at top
Ctrl+2	Align selected text at bottom

<b>Ctrl+5</b>	Align selected text at middle
<b>Ctrl+F4</b>	Save document
<b>Ctrl+Alt+C</b>	Insert comment
<b>Ctrl+Shift+B</b>	Activate or deactivate subscript
<b>Ctrl+Shift+P</b>	Activate or deactivate superscript
<b>Ctrl+Shift+S</b>	Open save as window
<b>Ctrl+Shift+G</b>	Group selected object
<b>Ctrl+Shift+Alt+A</b>	Ungroups selected group
<b>Ctrl+Shift+K</b>	Combine selected object
<b>Ctrl+Shift+Alt+K</b>	Uncombines selected group
<b>Ctrl+Shift+ +</b>	Bring to front
<b>Ctrl+Shift+ -</b>	Send to back
<b>Shift + F3</b>	Opens the Duplicate dialog
<b>F1</b>	Open Libre-Office help dialog box
<b>F2</b>	Edit or add text
<b>F3</b>	Opens group to edit individual objects
<b>Ctrl+F2</b>	Close to edit individual objects
<b>Ctrl+F5</b>	Show or hide stylebar
<b>F4</b>	Open position and size dialog box
<b>F5</b>	On/Off Navigator
<b>F7</b>	Spellcheck
<b>F8</b>	Points
<b>F11</b>	On/Off Window Style

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**E-Mail : [brcinstitute111@gmail.com](mailto:brcinstitute111@gmail.com)**