

Hotkey Overview

Menu commands		
File menu		
Open	Ctrl/Cmd + O	
		Hold Shift during opening of a project to skip loading
Add to project	Ctrl/Cmd + M	
Add only	Ctrl/Cmd + Shift + M	
Remove from project	Win: Ctrl+Delete / Mac: Cmd+Backspace	
Save project	Ctrl/Cmd + S	
View menu		
Restore View	Ctrl/Cmd + R	
Show / hide floorplan(s)	Alt + F	
Show/Hide		
Spaces	Alt + S	
Wall	Alt + W	
Slabs	Alt + L	
Roofs	Alt + R	
Columns	Alt + C	
Beams	Alt + B	
Ceilings	Alt + E	
Stairs	Alt + T	
Doors	Alt + D	
Windows	Alt + I	
Openings	Alt + O	
MEP	Alt + M	
Show all	Alt + A	
Hide all	Alt + H	
Show / hide component (when selected)	Spacebar	
Set transparent / opaque (when selected)	Ctrl/Cmd + T	
Navigate		
Zoom to fit	Home	Double click center button
Zoom to selection	End	Double click in tree
Zoom to area		
Look at perpendicular	Ctrl/Cmd + =	
Look at front	Ctrl/Cmd + 2	
Look at back	Ctrl/Cmd + 8	
Look at Left	Ctrl/Cmd + 4	
Look at Right	Ctrl/Cmd + 6	
Look at top	Ctrl/Cmd + 5	
Look at bottom	Ctrl/Cmd + 0	
My view		
Show all	Alt + A	
Show My view	Alt + V	
Set as My view	=	+ Alt = Set but don't show
Add to My view	+	+ Alt = Add but don't show
Remove from My view	-	+ Alt = Remove but don't show
Clear My view	*	+ Alt = Clear but don't show

Sectioning

Create section plane	Ctrl/Cmd + Alt + P
Create section box	Ctrl/Cmd + B
Delete section plane (when selected)	Win: Delete / Mac: Delete or Backspace
Select all section planes	Ctrl/Cmd + A (when one is selected)
Delete all section planes	Ctrl/Cmd + Delete
Suspend Section planes	Ctrl/Cmd + P
Show / hide all section planes	Alt + P
Show / hide section plane (when selected)	Spacebar

Annotations

Create Line	Ctrl/Cmd + Alt + L
Create Arrow	Ctrl/Cmd + Alt + A
Create Ellipse	Ctrl/Cmd + Alt + E
Create Cloud	Ctrl/Cmd + Alt + C
Create Rectangle	Ctrl/Cmd + Alt + R
Create Text	Ctrl/Cmd + Alt + T
Place annotation in plane	Click on plane
Place annotation in plane facing camera	Shift + Click on plane
Delete all annotations	Ctrl/Cmd + Delete (when one selected)

Dimensioning

Create Dimension	Ctrl/Cmd + Alt + M
Select corner/edge/surface	Click
Perform dimensioning on clipping plane	Hold Ctrl/Cmd + Click
Perform point to point dimensioning	Hold Shift + Click

Others

Copy (from property)	Ctrl/Cmd + C
Paste (in search dialogue)	Ctrl/Cmd + V
Go to search dialogue	Ctrl/Cmd + F
Select next property set	Tab
Select previous property set	Shift + Tab

Tree Views (standard functionality)

Expand	Right	Click on triangle
Collapse	Left	Click on triangle
Go previous	Up	
Go next	Down	
Go to top	Alt + Up	
Go to Bottom	Alt + Down	
Expand all levels from clicked object	Mac: Alt + Right	Mac: Alt + Click on triangle
Collapse all levels from clicked object	Mac: Alt + Left	Mac: Alt + Click on triangle
Select multiple		Hold Ctrl/Cmd + Click
Drag selection		Hold Shift + Click

Navigation general

Zoom in	Scroll wheel	
Zoom out	Scroll wheel	
Zoom in fast	Alt + Scroll wheel	
Zoom out fast	Alt + Scroll wheel	
Grow / shrink section box	Ctrl/Cmd + Scroll wheel	
Move sections plane closer / further (when selected)	Left/Right/up/down	Click + Left button drag, Ctrl/Cmd + Scroll wheel
Rotate section plane around vertical axis (when selected)	Select + Click close to edge + Ctrl/Cmd + Left button drag	
Rotate section plane around horizontal axis (when selected)	Select + Click close to edge + Ctrl/Cmd + Left button drag	
Select component	Click	+ Shift = select sub-component

Orbit mode

Keyboard

Pan down	Down	+ Shift = faster
Pan Right	Right	+ Shift = faster
Pan up	Up	+ Shift = faster
Pan Left	Left	+ Shift = faster

Mouse Rotate first

Rotate	Left button + drag	
Pan	Shift + Left button + drag	Wheel button + drag

Mouse Pan first

Pan	Left button + drag	
Rotate	Shift + Left button + drag	Wheel button + drag

Gestures (Mac only)

Orbit Left/Right	Two fingers rotate
Orbit up/down	Shift + two fingers rotate

Two fingers zoom on trackpad = OFF

Pan	Two fingers move	
Zoom	Shift + two fingers move	Pinch
Zoom fast	Shift + Alt + two fingers move	Alt + pinch
Grow / shrink section box	Ctrl/Cmd + two fingers move	Ctrl/Cmd + pinch

Two fingers zoom on trackpad = ON

Pan	Shift + two fingers move	
Zoom	Two fingers move	Pinch
Zoom fast	Alt + two fingers move	Alt + pinch
Grow / shrink section box	Ctrl/Cmd + two fingers move	Ctrl/Cmd + pinch

Fly mode

Keyboard

Forward	W	Up
Backward	S	Down
Move to Left	A	Alt + Left
Move to Right	D	Alt + Right
Elevator up	Page up	
Elevator down	Page down	
Turn Left	Q	Left
Turn Right	E	Right
Turn up		Alt + Up
Turn down		Alt + Down

Set camera look direction to horizontal	Ctrl/Cmd + L
Decrease move speed	, (comma)
Increase move speed	. (period)

Mouse (pan first of no influence)

Look around	Left button + drag
Pan	Wheel button + drag

Gestures (Mac only)

Look around Left/Right only	Two fingers rotate
Look around up/down only	Shift + two fingers rotate

Two fingers zoom on trackpad = OFF

Pan	Two fingers move	
Zoom	Shift + two fingers move	Two fingers pinch

Two fingers zoom on trackpad = ON

Pan	Shift + two fingers move	
Zoom	Two fingers move	Two fingers pinch