

## PreeVu Keyboard Shortcut List (page 1)

Updated as of 1/27/14

### **To zoom images in the Comparison Viewer, Print Builder and Project Builders**

Click = Zoom

Cmd (Ctrl) + Click = Small Zoom

Alt + Click = Unzoom

Alt + Cmd (Ctrl) + Click = Small Unzoom

Click and drag an image to pan

*To zoom or unzoom multiple images in the Comparison Viewer, hold down the “a” key in conjunction with the above shortcuts*

### **To view and rate images in the Comparison Viewer**

Begin by selecting one or multiple images in the Light Tray. Then you can either double click one of those images or click the “compare selected images” button in the toolbar.

You can apply a Star rating below each image with your mouse. Re-rated images will leave the screen.

If you are viewing 1 image at a time and you leave the image rating at 3 stars, you will need to click the “next” button to advance to the next image.

### **To view and rate images in the Slide Show in *Pause Mode***

Begin by either clicking the “launch slideshow” button in the toolbar or by single clicking an image in the Light Tray and clicking the “launch slideshow” button in the toolbar.

Do not “play” the slideshow. Leave it in pause mode.

You can apply a Star rating by either clicking the appropriate star with the mouse, or by selecting 1, 2 or 3 on your keyboard.

You can navigate to a past or future image by clicking the “previous” or “next” arrows, or by simply using your left and right arrow keys on your keyboard.

### **To edit images in the Project Builders:**

Ctrl + Click (right click) = Opens context menu

Shift + Click = Rotate image clockwise

Alt + Shift + Click = Rotate image counterclockwise

To zoom images, follow shortcuts at the top of this document

Click and drag an image to pan

## PreeVu Keyboard Shortcut List (page 2)

### **Home View Room Builder:**

Ctrl + = Zoom wall

Ctrl - = Unzoom wall

Ctrl + Click (right click) = add project to order

Shift +Click = Select multiple projects

Click and drag a project to pan

Remove a project from the wall = select the project and hit "d" on keyboard

To use the alignment tools > select multiple projects, then click the appropriate alignment tool in the toolbar