

canva

SHORTCUT GUIDE

SEARCH



GROUP

CMD/CTRL + G

UNGROUP

CMD/CTRL +
SHIFT + G

SELECT ALL

CMD/CTRL + A

ADD OR REMOVE
FROM SELECTION

SHIFT + CLICK

MOVE



+ SHIFT = X10

ZOOM IN

CMD/CRL +
(+/=)

ZOOM OUT

CMD/CRL +
(-/_)

delete

DELETE AN ELEMENT

DESELECT



UNDO

CMD/CTRL + Z

REDO

CMD/CTRL +
SHIFT + Z

COPY

CMD/CTRL + C

PASTE

CMD/CTRL+V

click and hold

HOLD SHIFT WHILE RESIZING TO **RESIZE PROPORTIONALLY**

HOLD OPTION WHILE DRAGGING TO **DUPLICATE AN ELEMENT**

TEXT BOX



COPY TEXT STYLE

CMD/CTRL +
OPTION/ALT + C

PASTE TEXT STYLE

CMD/CTRL +
OPTION/ALT + V

UPPERCASE TEXT

CMD/CTRL +
SHIFT + K

LEFT ALIGN

CMD/CTRL +
SHIFT + L

CENTER ALIGN

CMD/CTRL+
SHIFT + C

RIGHT ALIGN

CMD/CTRL +
SHIFT + R

MATCH TEXTBOX
WIDTH IN GROUP

CMD/CTRL +
OPT/ALT + J