InDesign CC 2015 shortcuts frequently used on Mac OS

FILE MENU

New	Cmd+N
Open	Cmd+O
Browse in Bridge	Opt+Cmd+O
Close	Cmd+W
Save	Cmd+S
Save As	Shift+Cmd+S
Place	Cmd+D
Export	Cmd+E
Document Setup	Opt+Cmd+P
Print	Cmd+P
Package	Opt+Shift+Cmd+P
Quit/Exit	Cmd+Q

EDIT MENU

Undo	Cmd+Z
Redo	Shift+Cmd+Z
Cut, Copy, Paste	Cmd+X, C, V
Paste without Formatting	Shift+Cmd+V
Paste Into	Opt+Cmd+V
Paste In Place	Opt+Shift+Cmd+V
Duplicate	Opt+Shift+Cmd+D
Select All	Cmd+A
Deselect All	Shift+Cmd+A
Edit in Story Editor	Cmd+Y
Quick Apply	Cmd+Return
Find/Change	Cmd+F
Find Next	Opt+Cmd+F
Check Spelling	Cmd+I
(InDesign menu) Preferences	Cmd+K

LAYOUT MENU

Add Page	Shift+Cmd+P
Go to Page	Cmd+J
Prev/Next Spread	Opt+Page Up/Down

TYPE MENU

Tabs	Shift+Cmd+T
Glyphs	Opt+Shift+F11
Forced Line Break	Shift+Return
Hidden Characters	Opt+Cmd+I

OBJECT MENU

Transform Again	Opt+Cmd+4
Bring Front or Send Back	Shift+Cmd+[or]
Send Back or Bring Forward	Cmd+[or]
Group	Cmd+G
Ungroup	Shift+Cmd+G
Text Frame Options	Cmd+B
Center Content	Shift+Cmd+E
Fill Frame Proportionally	Sh+Opt+Cmd+C
Center Content	Shift+Cmd+E
Drop Shadow	Opt+Cmd+M
Compound Path	Cmd+8

PANELS

Swatches	F5
Layers	F7
Stroke	F10
Paragraph Styles	F11
Character Styles	Shift+F11
Text Wrap	Opt+Cmd+W
Links	Shift+Cmd+D

VIEW MENU

High Quality Display	Opt+Cmd+H
Text Threads	Opt+Cmd+Y
Frame Edges	Shift+Cmd+H
Rulers	Cmd+R
Guides	Cmd+;
Smart Guides	Cmd+U

CLICK TECHNIQUE

Select thru	Cmd+Click
Override master	Shift+Cmd+Click
Scale graphic	Shift+Cmd+Drag

EFFICIENT ZOOM & PAN

Drag Mouse to Zoom	Cmd+Spacebar
Fit Page in View	Cmd+0
Fit Spread in View	Opt+Cmd+0
Pan the view	Spacebar+Drag
Pan when in text	Opt Key+Drag
Zoom In/Out	Cmd + or –

BASIC FORMATTING

Font Size	Shift+Cmd+< or >
Leading Size	Opt+⇧or ⇩
Flush Left	Shift+Cmd+L
Flush Right	Shift+Cmd+R
Center	Shift+Cmd+C
Justify	Shift+Cmd+J
Bold	Shift+Cmd+B
Italic	Shift+Cmd+I
Baseline Shift	Shift+Opt+⇧or ⇩
Tracking or Kerning	Opt+⇦ or ⇨

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InDesign CC 2015 shortcuts frequently used on Windows OS

FILE MENU

New	Ctrl+N
Open	Ctrl+O
Browse in Bridge	Alt+Ctrl+O
Close	Ctrl+W
Save	Ctrl+S
Save As	Shift+Ctrl+S
Place	Ctrl+D
Export	Ctrl+E
Document Setup	Alt+Ctrl+P
Print	Ctrl+P
Package	Shift+Alt+Ctrl+P
Quit/Exit	Ctrl+Q

EDIT MENU

Undo	Ctrl+Z
Redo	Shift+Ctrl+Z
Cut, Copy, Paste	Ctrl+X, C, V
Paste without Formatting	Shift+Ctrl+V
Paste Into	Alt+Ctrl+V
Paste In Place	Shift+Alt+Ctrl+V
Duplicate	Shift+Alt+Ctrl+D
Select All	Ctrl+A
Deselect All	Shift+Ctrl+A
Edit in Story Editor	Ctrl+Y
Quick Apply	Ctrl+Enter
Find/Change	Ctrl+F
Find Next	Alt+Ctrl+F
Check Spelling	Ctrl+I
Preferences	Ctrl+K

LAYOUT MENU

Add Page	Shift+Ctrl+P
Go to Page	Ctrl+J
Prev/Next Spread	Alt+Page Up/Down

TYPE MENU

Tabs	Shift+Ctrl+T
Glyphs	Shift+Alt+F11
Forced Line Break	Shift+Enter
Hidden Characters	Alt+Ctrl+I

OBJECT MENU

Transform Again	Alt+Ctrl+4
Bring Front or Send Back	Shift+Ctrl+[or]
Send Back or Bring Forward	Ctrl+[or]
Group	Ctrl+G
Ungroup	Shift+Ctrl+G
Text Frame Options	Ctrl+B
Center Content	Shift+Ctrl+E
Fill Frame Proportionally	Shift+Alt+Ctrl+C
Center Content	Shift+Ctrl+E
Drop Shadow	Alt+Ctrl+M
Compound Path	Ctrl+8

PANELS

Swatches	F5
Layers	F7
Stroke	F10
Paragraph Styles	F11
Character Styles	Shift+F11
Text Wrap	Alt+Ctrl+W
Links	Shift+Ctrl+D

VIEW MENU

High Quality Display	Alt+Ctrl+H
Text Threads	Alt+Ctrl+Y
Frame Edges	Ctrl+H
Rulers	Ctrl+R
Guides	Ctrl+;
Smart Guides	Ctrl+U

CLICK TECHNIQUE

Select thru	Ctrl+Click
Override master	Shift+Ctrl+Click
Scale graphic	Shift+Ctrl+Drag

EFFICIENT ZOOM & PAN

Drag Mouse to Zoom	Ctrl+Spacebar
Fit Page in View	Ctrl+0
Fit Spread in View	Alt+Ctrl+0
Pan the view	Spacebar+Drag
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BASIC FORMATTING

Font Size	Shift+Ctrl+< or >
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Bold	Shift+Ctrl+B
Italic	Shift+Ctrl+I
Baseline Shift	Shift+Alt+⇧or ⇩
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