canva

description	windows:	mac:
basic shortcuts		
Undo	Ctrl + Z	Cmd + Z
Redo	Ctrl + Y	Cmd + Y
Save	Ctrl + S	Cmd + S
Select all	Ctrl + A	Cmd + A
Add text	T	T
Add rectangle	R	R
Add line	L	L
Add circle	C	C
Add link	Ctrl + K	Cmd + K
Add emoji (Canva Docs and comments only)	Shift + ;	Shift + ;
Add empty page	Ctrl + Enter	Cmd + Return
Delete empty page	Ctrl + Backspace	Cmd + Delete
Navigate to toolbar	Ctrl + F1	Cmd + F1
Skip to canvas	Ctrl + F2	Cmd + F2
Quick actions shortcut	/ or Ctrl + E	/ or Cmd + E
element shortcuts		
Delete selected elements	Backspace or Delete	Delete
Group elements	Ctrl + G	Cmd + G
Ungroup elements	Ctrl + Shift + G	Cmd + Shift + G
Lock element	Alt + Shift + L	Opt + Shift + L
Arrange elements forward	Ctrl +]	Cmd +]
Arrange elements backward	Ctrl + [	Cmd + [
Arrange elements to front	Alt + Ctrl +]	Opt + Cmd +]
Arrange elements to back	Alt + Ctrl + [	Opt + Cmd + [
Tidy up elements	Alt + Shift + T	Opt + Shift + T
Select next/previous elements	Tab or Shift + Tab	Tab or Shift + Tab
video shortcuts		
Play/pause video	Space	Space
Mute/unmute video	M	M

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description	windows:	mac:
video shortcuts		
Loop video	Alt + Ctrl + L	Opt + Cmd + L
zooming shortcuts		
Zoom in	Ctrl + +	Cmd + +
Zoom out	Ctrl + –	Cmd + –
Zoom to actual size	Ctrl + 0	Cmd + 0
Zoom to fit	Alt + Ctrl + 0	Opt + Cmd + 0
Zoom to fill	Shift + Ctrl + 0	Shift + Cmd + 0
edit text shortcuts		
Open font menu	Shift + Ctrl + F	Shift + Cmd + F
Find and replace	Ctrl + F	Cmd + F
Bold text	Ctrl + B	Cmd + B
Italicize text	Ctrl + I	Cmd + I
Underline	Ctrl + U	Cmd + U
Uppercase	Shift + Ctrl + K	Shift + Cmd + K
Left align	Shift + Ctrl + L	Shift + Cmd + L
Center align	Shift + Ctrl + C	Shift + Cmd + C
Right align	Shift + Ctrl + R	Shift + Cmd + R
Justify text	Shift + Ctrl + J	Shift + Cmd + J
Decrease font size by one	Shift + Ctrl + ,	Shift + Cmd + ,
Increase font size by one	Shift + Ctrl + .	Shift + Cmd + .
Decrease line spacing	Alt + Ctrl + Down	Opt + Cmd + Down
Increase line spacing	Alt + Ctrl + Up	Opt + Cmd + Up
Decrease letter spacing	Alt + Ctrl + ,	Opt + Cmd + ,
Increase letter spacing	Alt + Ctrl + .	Opt + Cmd + .
Anchor text to top	Ctrl + Shift + H	Cmd + Shift + H
Anchor text to middle	Ctrl + Shift + M	Cmd + Shift + M
Anchor text to bottom	Ctrl + Shift + B	Cmd + Shift + B
Numbered list	Ctrl + Shift + 7	Cmd + Shift + 8
Bulleted list	Ctrl + Shift + 8	Cmd + Shift + 9

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edit text shortcuts		
Copy text style	Alt + Ctrl + C	Opt + Cmd + C
Paste text style	Alt + Ctrl + V	Opt + Cmd + V
view shortcuts		
Toggle rulers and guides	Shift + R	Shift + R
Toggle sidebar	Ctrl + /	Cmd + /
Scrolling view	Alt + Ctrl + 1	Opt + Cmd + 1
Thumbnail view	Alt + Ctrl + 2	Opt + Cmd + 2
Grid view	Alt + Ctrl + 3	Opt + Cmd + 3
Presentation mode	Alt + Ctrl + P	Opt + Cmd + P
comment shortcuts		
Next comment	N	N
Previous comment	Shift + N	Shift + N
Focus on comment in selection	Ctrl + 5	Cmd + 5
adding or editing comments		
Add comment	Alt + Ctrl + N	Opt + Cmd + N
Add emoji to a comment	Shift + ;	Shift + ;
Start new line in your comment	Enter or Shift + Enter	Return or Shift + Return
Submit comment	Ctrl + Enter	Cmd + Return
desktop app shortcuts		
Quit the whole Canva app	Alt + F4	Cmd + Q
Reload the whole app	Ctrl + R	Cmd + R
Close the current tab	Ctrl + W	Cmd + W
Select next tab	Ctrl + PageDown or Ctrl + Tab	Opt + Cmd + Right
Select previous tab	Ctrl + PageUp or Ctrl + Shift + Tab	Opt + Cmd + Left
Re-open last closed tab	Ctrl + Shift + T	Cmd + Shift + T
Create new design	Ctrl + T	Cmd + T
Switch tabs to focus on a design tab from 1-8	Ctrl + 1...8	Cmd + 1...8
Switch to the last tab	Ctrl + 9	Cmd + 9

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description	windows:	mac:
desktop app shortcuts		
Open the Home page	Ctrl + Shift + H	Cmd + Shift + H
Zoom in app interface	Ctrl + Shift + +	Cmd + Shift + +
Zoom out app interface	Ctrl + Shift + –	Cmd + Shift + –
Close window	Alt + F4	Shift + Cmd + W