

Painting Shortcut Keys

Shortcut Key	Task
Painting tool + Shift + Alt + Right-Click & drag	To select a foreground color from the color picker
Eyedropper tool + Alt-click	To select a background color
Painting tool + Alt	Select a foreground color from an image using the eyedropper tool.
Eyedropper + Shift	For the color sampler tool
Color sampler + Alt-click	To deactivate the color sampler tool
Alt + Shift + Number	To change mix setting in mixer brush
Number keys	To change the wet setting in the mixer brush
Shift + + or -	To cycle through blending modes
Ctrl + Alt + Backspace	To fill from history

Blending Modes Keys

Shortcut Key	Task
Shift + + or -	To cycle through blending modes
Shift + Alt + N	To activate normal mode
Shift + Alt + I	To activate dissolve
Shift + Alt + K	To darken an image
Shift + Alt + M	To multiply an image
Shift + Alt + B	To apply color burn
Shift + Alt + A	To apply linear burn
Shift + Alt + G	To lighten an image
Shift + Alt + D	To activate color dodge

Head office :- Kanwali Road Dehradun Uttarakhand India

Social Links: www.Doonexcelnet.com | [youtube- DOON EXCEL EDUCATION](https://www.youtube.com/DOON_EXCEL_EDUCATION)

H.O. Online: [+91-8923862460](tel:+91-8923862460) | **MR. SANDEEP SIR**

DOON EXCEL NET ACADEMY COMPUTER EDUCATION

Shift + Alt + W	To activate linear dodge
Shift + Alt + O	To display overlay
Shift + Alt + F	To apply soft light
Shift + Alt + H	To apply hard light
Shift + Alt + L	To hard mix
Shift + Alt + U	To activate Hue

Text Manipulation Keys

Shortcut Key	Task
Ctrl + Drag (When a type layer is selected)	To move type in the layer
Shift + Arrow	To select one character in the specific direction
Shift + Click	To select from an insertion point to mouse click point
Shift + Click	To select a new text layer when text tool is selected
Ctrl + H	To hide a selection on selected type
Space-drag	To move a text box while creating a text box

Format Type Keys

Shortcut Key	Task
Horizontal Type tool + Ctrl + Shift + L, C, or R	To align item left, center or right
Vertical Type tool + Control + Shift + L, C, or R	To align item top, center, or bottom
Ctrl + Shift + X	To select scale 100% (Horizontal)
Ctrl + Shift + Alt + X	To select scale 100% (Vertical)

Head office :- Kanwali Road Dehradun Uttarakhand India

Social Links: www.Doonexcelnet.com | youtube- [DOON EXCEL EDUCATION](#)

H.O. Online: +91-8923862460 | MR. SANDEEP SIR

DOON EXCEL NET ACADEMY COMPUTER EDUCATION

Ctrl + Shift + J	To justify paragraph, left aligns last line
Ctrl	To toggle between the Slice tool and slice selection tool.
Shift-drag	To draw a square circle
Alt-drag	To draw from the center outward
Spacebar-drag	To reposition a slice while creating
Right-click slice	To open a context-sensitive menu

Panel Keys

Shortcut Key	Task
Tab	To display and hide all the panels
Shift + Tab	To display and hide all the panels except the toolbox
Select a Tool + Enter	To highlight the options bar
Shift + Up Arrow/Down Arrow	To increase or decrease selected values by 10.
Ctrl + Double click an action	To play an entire action
Alt + click on an action	Play entire action
Control-click the Play button	To play a command
Shift-click the action/command	To select contiguous items of the same kind
Double-click recorded command	To display an options dialog box for the recorded command.

PAINT SHORTCUT KEYS

Action	Paint Shortcut keys
New	Ctrl + N
Open	Ctrl + O
Close	Ctrl + F4

Head office :- Kanwali Road Dehradun Uttarakhand India

Social Links: www.Doonexcelnet.com | youtube- [DOON EXCEL EDUCATION](#)

H.O. Online: +91-8923862460 | MR. SANDEEP SIR

DOON EXCEL NET ACADEMY COMPUTER EDUCATION

Save	Ctrl + S
Save as	Ctrl + Shift + S
Print	Ctrl + P
Exit	Alt + F4
Undo	Ctrl + Z
Redo	Ctrl + Y
Copy	Ctrl + C
Paste	Ctrl + V
Cut	Ctrl + X
Paste into the new layer	Ctrl + Shift + V
Paste into the new image	Ctrl + Alt + V
Invert selection	Ctrl + I
Select all	Ctrl + A
Deselect	Ctrl + D

Layers Menu Shortcuts

Action	MS Paint Shortcuts
Add New Layer	Ctrl + Shift + N
Delete Layer	Ctrl + Shift + Delete
Duplicate Layer	Ctrl + Shift + D
Merge Layer Down	Ctrl + M
Rotate or Zoom	Ctrl + Shift + Z
Layer Properties	F4

Head office :- Kanwali Road Dehradun Uttarakhand India

Social Links: www.Doonexcelnet.com | youtube- [DOON EXCEL EDUCATION](#)

H.O. Online: +91-8923862460 | MR. SANDEEP SIR

Window Menu Shortcuts

Action	MS Paint Shortcuts
Tools	F5
History	F6
Layers	F7
Colors	F8
Show Image List	Ctrl + Q
Next Tab	Ctrl + Tab
Previous Tab	Ctrl + Shift + Tab

Adjustments Menu Shortcuts

Action	MS Paint Shortcuts
Auto-Level	Ctrl + Alt + L
Brightness or Contrast	Ctrl + Shift + C
Curves	Ctrl + Shift + M
Black & White	Ctrl + Shift + G
Hue or Saturation	Ctrl + Shift + U
Invert Colors	Ctrl + Shift + I
Levels	Ctrl + L
Sepia	Ctrl + Shift + P

Image Menu Shortcuts

Action	MS Paint Shortcuts
Crop to Selection	Ctrl + Shift + X
Resize	Ctrl + R
Canvas Size	Ctrl + Shift + R

DOON EXCEL NET ACADEMY COMPUTER EDUCATION

Rotate 90°	Ctrl + G
Rotate 90°	Ctrl + H
Rotate 180°	Ctrl + J
Flatten	Ctrl + Shift + F

Tools Shortcuts

Action	MS Paint Shortcuts
Rectangle select	S
Lasso select	S
Ellipse Select	S
Magic wand	S
Move selected pixels	M
Zoom	Z
Pan	H
Paint bucket	F
Gradient	G
Paintbrush	B
Eraser	E
Pencil	P
Colour picker	K
Clone stamp	L
Recolour	R
Text	T

Head office :- Kanwali Road Dehradun Uttarakhand India

Social Links: www.Doonexcelnet.com | youtube- [DOON EXCEL EDUCATION](#)

H.O. Online: +91-8923862460 | MR. SANDEEP SIR