



























Freeway 7 Keyboard Shortcuts










Freeway menu























| | |
|--|----------------|
|  , | Preferences... |
|  H | Hide Freeway |
|   H | Hide Others |
|  Q | Quit Freeway |

File menu





| | |
|--|------------------------------|
|  N | New... |
|  O | Open... |
|   O | Open Backup... |
|  W | Close |
|   W | Close All |
|  S | Save |
|   S | Save As... |
|  E | Import Text.../Import... |
|   E | Export... |
|   , | Document Setup... |
|  P | Publish Site |
|   P | Publish Everything |
|   B | Preview (in default browser) |
|  U | Upload... |

Edit menu


















| | |
|--|---|
|  Z | Undo/Redo |
|  X | Cut |
|  C | Copy |
|   C | Copy Content |
|    C | Copy as Picture (externalize the clipboard) |
|  V | Paste |

| | |
|---|------------------------------|
|  B | Delete Content |
|  A | Select All |
|  K | Hyperlink... |
|    K | Follow Link.../Check Link... |
|   A | Anchor... |
|  F | Find... |
|  G | Find Next |
|   G | Find Previous |
|   H | Find Previous Selection |
|  R | Replace... |
|  T | Replace Next |
|   T | Replace Previous |
|  L | Spelling... |
|  J | Add Action... |
|   E | Styles... |

Page menu


























| | |
|---|---------------|
|   N | New Pages... |
|   F | Form Setup... |

Item menu


















































| | |
|---|---|
|   T | Transform... <small>FW Pro only</small> |
|    M | Modify.../Modify Text... <small>FW Pro only</small> |
|   D | Fit Box to Content |
|   X | Extended... |
|   L | Lock |
|    L | Unlock |
|  = | Bring to Front |
|  - | Send to Back |
|  / | Align to Grid <small>FW Pro only</small> |




































KEY:  = Alt  = Command  = Control  = Tab  = Arrow keys (Up, Left, Down and Right)

Note: Although capital letters are used here, you should use lower-case for all shortcuts









| | |
|---|------------------------|
|   G | Group/Ungroup |
|  Y | Align... |
|  T | Distribute... |
|  D | Duplicate... |
|   K | Graphic: Original Size |
|    K | Graphic: Pixel Size |
|   M | Graphic: Center |
|   F | Graphic: Scale to Box |
|    . | Graphic: Scale Up |
|    , | Graphic: Scale Down |
|  Delete | Table: Join Cells |
|   . | Custom Padding... |
|   . | Custom Margin... |

Style menu
















| | |
|--|---------------------------------|
|   \ | Size: Other... |
|   . | Size: Next Size |
|   , | Size: Previous Size |
|    . | Size: Grow Size |
|    , | Size: Shrink Size |
|   P | Type Style: Plain |
|   B | Type Style: Bold |
|   I | Type Style: Italic |
|   U | Type Style: Underline |
|   W | Type Style: Word Underline |
|   O | Type Style: Outline |
|    \ | Width: Other... |
|   9 | Width: Increase Width by 5% |
|   0 (zero) | Width: Decrease Width by 5% |
|    9 | Width: Increase Width by 1% |
|    0 (zero) | Width: Decrease Width by 1% |
|   I | Spacing: Increase Spacing by 5% |
|   I | Spacing: Decrease Spacing by 5% |
|    I | Spacing: Increase Spacing by 1% |
|    I | Spacing: Decrease Spacing by 1% |
|   = | Baseline: Raise Baseline by 5% |

| | |
|--|--|
|   - | Baseline: Lower Baseline by 5% |
|    = | Baseline: Raise Baseline by 1% |
|    - | Baseline: Lower Baseline by 1% |
|   L | Alignment: Left |
|   R | Alignment: Right |
|   J | Alignment: Justified |
|    J | Alignment: Forced |
|    | List: Increase indent |
|    | List: Decrease indent |
|   E | Leading: Other... |
|   | Leading: Increase Leading by 1px or 10% |
|   ; | Leading: Decrease Leading by 1px or 10% |
|    | Leading: Increase Leading by 1/10th px or 1% |
|    ; | Leading: Decrease Leading by 1/10th px or 1% |

Insert menu

| | |
|---|----------------------------------|
|  Enter | Break (to next box in text flow) |
|  Return | New Line |
|   Return | Rule |
|   I | HTML item |
|   Y | Graphic item |

View menu

| | |
|--|------------------|
|   Z | Zoom... |
|  0 (zero) | Actual Size |
|  9 | Fit in Window |
|    I | Invisibles |
|    O | Outlines |
|    T | Titles |
|    G | Guides |
|    P | Graphics Preview |
|    H | HTML layout |
|  [| Back |
| ] | Forward |

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    = Arrow keys (Up, Left, Down and Right)

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| | |
|---|----------------------|
| M | Master Page |
| J | Next Page |
| [| Previous Page |
| P | Preview in Freeway |
| L | Next Media Type |
| K | Previous Media Type |
| → | Next Sibling |
| ← | Previous Sibling |
| ↓ | Select Child |
| ↑ | Select Parent |
| R | Hide/Show Rulers |
| S | Hide/Show Site panel |
| J | Hide/Show Media Tabs |

Window menu

| | |
|---------|--|
| Shift N | New Window <small>FW Pro only</small> |
| I | Inspector |
| Y | Styles and Colors <small>FW Pro only</small> |
| A | Actions |
| Shift H | Show/Hide Palettes |

Selecting combined graphic items

| | |
|---------------------|---|
| Shift click an item | Selects all combined items* or its enclosing bounds |
|---------------------|---|

*If the items are grouped so that they become children of a graphic, Shift-clicking will select the enclosing item.

Selecting and editing text

| | |
|---|--|
| | Place text cursor in selected box |
| → | Highlight next character |
| ← | Highlight previous character |
| ↓ | Highlight to next line |
| ↑ | Highlight to previous line |
| → | Highlight text to beginning of next word |
| ← | Highlight text to beginning of previous word |

| | |
|--------|--|
| ↓ | Highlight text to beginning of next paragraph |
| ↑ | Highlight text to beginning of current paragraph |
| → | Moves to beginning of next word |
| ← | Moves to beginning of previous word |
| ↓ | Moves to end of current paragraph |
| ↑ | Moves to beginning of current paragraph |
| ← | Moves to beginning of line |
| → | Moves to end of line |
| ↑ | Moves to beginning of text box |
| ↓ | Moves to end of text box |
| Delete | Delete next character |

Manipulating items

| Shortcut | Command |
|--|---|
| Hold then draw | Constrain box shape to square/circle |
| Start drawing then hold | Draw from center |
| Arrow keys | Move box by nudge distance |
| + Arrow keys | Move box by 1/10th nudge distance (minimum 1px) |
| + Arrow keys | Resize box in direction of arrow by nudge distance |
| + | Resize box in direction of arrow by 1/10th nudge distance (minimum 1px) |
| Drag handle and | Constrain shape of box to square circle |
| Drag handle and | Constrain proportions of box (and scale graphic content) |
| Shift D | Fit box to content |
| drag | Move with horizontal and vertical constraints |
| Start drag with Select tool and then hold | Move and clone box |
| Start drag with Rotate tool and then hold | Rotate and clone box <small>FW Pro only</small> |

KEY: = Alt = Command = Control = Tab = Arrow keys (Up, Left, Down and Right)

Note: Although capital letters are used here, you should use lower-case for all shortcuts

Start drag with **Skew** tool and then hold Skew and clone box **FW Pro only**

Start drag with **Mirror** tool and then hold Mirror and clone box **FW Pro only**

Shift click box Add box to selection/Remove box from selection

Manipulating graphic items

| Shortcut | Command |
|--|--|
| T | Display Transform dialog FW Pro only |
| Shift K | Restore graphic to original size |
| Shift D | Fit box to content |
| Shift M | Center graphic in box |
| Shift F | Scale graphic exactly to box |
| Shift F | Scale graphic to box maintaining proportions |
| Shift . | Increase scaling of contents of box by 5% |
| Shift . | Decrease scaling of contents of box by 5% |
| Start resizing box and then hold ctrl | Temporarily set graphic behavior to Preserve Size |
| Start resizing box and then hold | Temporarily set graphic behavior to Scale |
| Start resizing box and then hold | Temporarily set graphic behavior to Scale and Pad |
| Start resizing box and then | Temporarily set graphic behavior to Scale and Trim |

Manipulating tables

| Shortcut | Command |
|--|---|
| click on cell | Select a cell |
| click on an already selected cell | Select a table |
| click anywhere on a table and begin dragging | Move a table |
| Select a cell; Shift -click another cell; then type Delete | Join cells |
| Point to border between two rows or columns so cursor changes to resizing cursor; drag to desired size | Resize a row or column (affects overall table size) |

With resizing cursor, -drag border between two rows or columns Resize a row or column (overall table size will not change)

With resizing shape, drag border Insert a row or column between two rows or columns

B Delete contents of selected cells

Dialog boxes and palettes

| Shortcut | Command |
|--|---|
| Return or Enter | OK in a dialog box |
| esc | Cancel in a dialog box |
| | Highlight next field in dialog box palette |
| Shift | Highlight previous field in dialog box/palette |
| click on color in palette | Displays Color dialog box FW Pro only |
| click on highlighted style in Styles & Colors palette | Removes the style from the currently selected text or item FW Pro only |
| click on style name in Styles & Colors palette | Edit style name FW Pro only |
| click on name in Site panel | Edit name |
| click on color name in Styles & Colors palette | Edit color name FW Pro only |
| ctrl | Show Tools palette and select next tool FW Pro only |
| ctrl Shift | Show Tools palette and select previous tool FW Pro only |

Zoom control

| Shortcut | Command |
|---|----------|
| ctrl Shift click or ctrl Shift drag | Zoom in |
| ctrl Shift click | Zoom out |







Special text characters

| Shortcut | Command |
|--------------|---------|
| | En dash |
| Shift | Em dash |


KEY: = Alt = Command **ctrl** = Control = Tab

= Arrow keys (Up, Left, Down and Right)

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| | |
|---|--|
|  then type a space | Non-breaking space |
|  Shift Return | Start a new list block at the current list indent level. |
|  [| " (open double quote) |
| Shift  [| " (close double quote) |
| ] | ' (open single quote) |
| Shift ] | ' (apostrophe or close single quote) |

General

| Shortcut | Command |
|--|--|
|  click an object | Displays a popup contextual menu of commands relating to the object. |