



Knowledge Base Topic:

Common AutoCAD Keyboard Shortcuts

Software: Civil 3D All Versions

ARC	a	CTRL+0:	Clean Screen
BLOCK	b	CTRL+1:	Properties palette
CIRCLE	c	CTRL+2:	DesignCenter palette
COPY	co	CTRL+3:	Tool Palettes Window
ERASE	e	CTRL+4:	Sheet Set Manager
EXPLODE	x	CTRL+6:	dbConnect Manager
EXTEND	ex	CTRL+7:	Markup Set Manager
FILLET	f	CTRL+8:	QuickCalc calculator palette
HATCH	h	CTRL+9:	command window
INSERT	i	CTRL+A:	Selects all objects in the drawing
LAYER	la	CTRL+SHIFT+A:	Groups
LINE	l	CTRL+B:	Snap mode
MOVE	m	CTRL+C:	copies objects to Clipboard
MEXT	t	CTRL+SHIFT+C:	copies objects to Clipboard with Base Point
OPTIONS	op	CTRL+D:	Dynamic UCS
PLINE	p1	CTRL+E:	cycles through isometric panes
PROPERTIES	pr	CTRL+F:	running object snaps
ROTATE	ro	CTRL+G:	grid
TABLE	tb	CTRL+H:	PICKSTYLE
TOOLPALETTES	tp	CTRL+I:	COORDS
TRIM	tr	CTRL+J; CTRL+M:	Repeats the last command (or Enter)
UNDO	u	CTRL+L:	Ortho mode
XREF	xr	CTRL+N:	Creates a new drawing
ZOOM	z	CTRL+O:	Opens an existing drawing
		CTRL+P:	Prints/plots the current drawing
		CTRL+R:	Cycles through layout viewports
		CTRL+S:	Saves the current drawing
		CTRL+SHIFT+S:	Opens the Save As dialog box
F1:	isplays Help	CTRL+T:	TABLET mode
F2:	Text window	CTRL+V:	Pastes data from the Clipboard
F3:	OSNAP	CTRL+SHIFT+V:	Pastes data from the Clipboard as a Block
F4:	Tablet mode	CTRL+X:	Cuts objects to Clipboard
F5:	ISOPLANE	CTRL+Y:	Cancels the preceding undo action
F6:	Dynamic UCS	CTRL+Z:	Reverses the last action
F7:	GRID mode	CTRL+]; CTRL+\:	Cancels the current command (or ESC)
F8:	ORTHO mode	CTRL+PAGE UP:	Cycle layout tabs to left
F9:	SNAP mode	CTRL+PAGE DOWN:	Cycle layout tabs to right
F10:	Polar Tracking	ALT+F11:	Displays the visual Basic Editor
F11:	Object Snap Tracking	ALT+F8:	Displays the Macros dialog box
F12:	Dynamic Input		

NCOPY - Forgotten Express Tool for Copying Objects out of your XREF

Used to CopyClip lines from an External Reference into your active drawing.

Sometimes, you have your existing information XREFed in to your proposed base plan. Though your surveyors may want to keep their boundary in the existing drawing, you need to “grab” it and other information so that you can begin making parcels or alignments or other Civil 3D objects from that foundation geometry.

