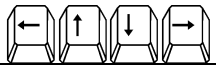
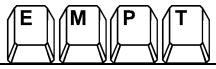
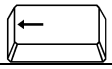
PlansXpress Shortcut Keys

Key	What does it do?	How do I use it?
	Switch on Snap mode	Press F7 to switch the Snap mode on in order to snap to End, Intersection and Perpendicular points etc. See 'Basic Principles' for more information on Snap points.
	Switch on XY mode	Press F8 to switch the XY mode on in order to place items using X and Y coordinates. See 'Basic Principles' for more information on XY coordinates.
	Enter direction and distance	Press one of the arrow keys to specify the direction of the next point, and enter the distance into the dialog box.
	Enter relative input	Hold the cursor over an existing point (End, Intersection etc.) and press the R key to use the Snap point as a point of reference when placing a new point. Snap mode must first be enabled.
	Snap to X coordinate	Hold the cursor over an existing point (End, Intersection etc.) and press the X key to fix the new point to the X coordinate of the existing point. Snap mode must first be enabled. [Whilst these keys are still usable we would recommend using the automated intelli-snap function]
	Snap to Y coordinate	Hold the cursor over an existing point (End, Intersection etc.) and press the Y key to fix the new point to the Y coordinate of the existing point. Snap mode must first be enabled. [Whilst these keys are still usable we would recommend using the automated intelli-snap function]
	Force snap	When in Snap mode, press either the E, M, P or T key to automatically snap to an End, Middle, Perpendicular or Tangent point respectively.
	Close entity by snapping to the first point	Press the C key after you've placed the last point of the entity you're drawing. **PlansXpress®** automatically links the last point with the first point to close the shape.
	Close entity using square function	The S key performs the Square function. If you draw two lines - walls for example - and then press "S" it will automatically draw the other two lines required to complete the rectangle.
	Draw straight line	Hold down the Shift key to draw a straight or diagonal line. As you move the cursor it will be restricted to drawing lines at 0°, 45°, 90°, 135°, 180° etc.
	Select multiple items	Hold down the Ctrl key while left clicking on items to select multiple items.
	Move between input boxes in Dimensions Wizards	Press the Enter key to move around the input boxes in the Dimensions Wizards, in order to enter dimensions.
	Delete one or multiple items	Press the Delete key to delete items you have selected.
	Cancel the current action	Press the Escape key to cancel the current action.
	Toggle measurement for positioning Windows/Doors	When placing Windows or Doors, press the Tab key to change the side **PlansXpress®** is measuring from.