## AccuDraw Shortcuts

AccuDraw includes a wide variety of single and double character command directives known as the shortcut key-ins. By pressing the appropriate key, you can direct AccuDraw to perform a specific task. Single letter keyboard shortcuts activate the respective command, while multi-level keyboard shortcuts display a pop-up menu when the first level of keyboard shortcut is pressed. You may then click the desired option from the pop-up menu or press the desired next level keyboard shortcut.

The following table lists the most commonly used shortcuts.

| Key(s) | Action |
| :---: | :---: |
| <Enter> | Smart Lock - In Rectangular coordinates, locks $X$ to 0 if the pointer is on the drawing plane $y$-axis or $Y$ to 0 if the pointer is on the $x$-axis. In Polar coordinates, locks Angle to $0^{\circ}$, $90^{\circ},-90^{\circ}$, or $180^{\circ}$ if the pointer is on a drawing plane axis or otherwise locks Distance to its last entered value. |
| M | Toggles between Rectangular (X,Y) and Polar (angle, distance) coordinates. |
| 0 | Moves the compass origin to the current pointer position. |
| T | Rotates the compass to align with the axes in a standard Top view by setting the green tick (Y Axis) of the compass with due North. Pressing this key a second time restores context-sensitive rotation. |
| V | Rotates the compass to align with the current View by setting the green tick (Y Axis) of the compass pointing up. Pressing this key a second time restores context-sensitive rotation. |
| R | Brings up a pop-up menu of rotation options. The most commonly used are: <br> RQ - Quick Rotation of the Drawing plane to a dynamically specified orientation. <br> RE - Orients the compass to an element. <br> RV - Rotates the view to match the current compass rotation. |
| X | Toggles the lock status for the $\mathbf{X}$ value. |
| Y | Toggles the lock status for the $\mathbf{Y}$ value. |
| Z | Toggles the lock status for the $\mathbf{Z}$ value on 3D drawings. |
| D | Toggles the lock status for the Distance value while in Polar mode. |
| A | Toggles the lock status for the Angle value while in Polar mode. |
| ? | Displays the full list of shortcut options. |

