

File Handling	
New Document	command + N
New from Template	shift + command + N
Document Setup	option + command + P
Open	command + O
Save	command + S
Save As	shift + command + S
Save a Copy	option + command + S
Save for Web (Legacy)	shift + option + command + S
Export for Screens	option + command + E
Print	command + P
Close Tab	command + W
Close All Tabs	shift + option + command + W

Objects	
Move Object	shift + command + M
Bring Forward	command +]
Bring to Front	shift + command +]
Send Backward	command + [
Send to Back	shift + command + [
Group	command + G
Ungroup	shift + command + G
Select Next Object Above	option + command +]
Select Next Object Below	option + command + [
Duplicate Object	hold down option + drag
Join	command + J
Make Clipping Mask	command + 7
Release Clipping Mask	option + command + 7
Make Blend	option + command + B
Make Compound Path	command + 8
Release Compound Path	shift + option + command + 8
Add Anchor Point	=
Delete Anchor Point	-
Convert Pen to Anchor Point	hold down option
Constrain Angle	hold down shift

Windows/Panels	
Layers	F7
Align	shift + F7
Stroke	command + F10
Character	command + T
Paragraph	option + command + T
Pathfinder	shift + command + F9
Symbols	shift + command + F11
Transform	shift + F8
Preferences	command + K

Tools	
Selection Tool	V
Direct Selection Tool	A
Pen Tool	P
Anchor Point Tool	shift + C
Rectangle Tool	M
Ellipse Tool	L
Line Tool	\
Type Tool	T
Rotate Tool	R
Scale Tool	S
Reflect Tool	O
Scissors Tool	S
Eyedropper	I
Blend Tool	W
Artboard Tool	shift + O
Hand Tool	H (or hold down space + drag)
Zoom Tool	Z
Toggle Fill/Stroke	X
Swap Fill/Stroke	shift + X
No Fill/Stroke	/

Basic Operations	
Place	shift + command + P
Copy	command + C
Cut	command + X
Paste	command + V
Paste on All Artboards	shift + option + command + V
Select All	command + A
Deselect All	shift + command + A
Select All on Active Artboard	option + command + A
Add Layer	command + L
Add Layer while Opening New Layer Dialog Box	option + command + L
Undo	command + Z
Redo	shift + command + Z
Find/Change	command + F
Find Next	option + command + F
Quick Apply	command + return
Quit Program	command + Q

Views & Navigation	
Outline Mode On/Off	command + Y
Presentation Screen Mode	shift + W (esc to exit)
Show/Hide Guides	command + ;
Show/Hide Grid	command + '
Show/Hide Edges	command + H
Show/Hide Artboards	shift + command + H
Show/Hide Bounding Box	shift + command + B
Zoom In	command + =
Zoom Out	command + -
Fit Artboard in Window	command + 0 (zero)
Fit All Artboards in Window	option + command + 0 (zero)
Actual Size	command + 1
Hand/Drag tool (Temporary)	hold down space + drag
Show/Hide Rulers	command + R
Show/Hide Smart Guides	command + U
Minimize Window	command + M
Change Screen Mode	F

Illustrator comes with hundreds of additional shortcuts not listed here. [Visit this page](#) on Adobe.com to check out the complete list and see if there are others that might be helpful to your workflow.