### SketchUp Pro Quick Reference Card | Windows

#### Large Tool Set
- Select (Spacebar)
- Paint Bucket (B)
- Line (L)
- Rectangle (R)
- Circle (C)
- Arc
- 3 Point Arc
- Move (M)
- Rotate (Q)
- Scale (S)
- Tape Measure (T)
- Protractor
- Axes
- Orbit (O)
- Zoom (Z)
- Zoom Extents
- Position Camera
- Look Around

#### Tool
- Make Component
- Eraser (E)
- Polygon
- 2 Point Arc (A)
- Pie
- Push/Pull (P)
- Follow Me
- Offset (F)
- Dimensions

#### Dynamic Components
- Interact
- Component Attributes
- From Contours
- From Scratch
- Smooove
- Stamp
- Drape
- Add Detail

#### Sandbox (Terrain)
- X-Ray
- Wireframe
- Hidden Line
- Monochrome
- Add Location...
- Toggle Terrain

#### Standard Views
- Text
- 3D Text
- Top
- Right
- Left

#### Style
- Back Edges
- Shaded with Textures
- Toggle Shaded

#### Location
- Location
- Dimensions
- Angle

#### Warehouse
- 3D Warehouse...
- Share Model...
- Share Component...
- Extension Warehouse...
- Send to LayOut (Pro)
- Classifier (Pro)

#### Middle Button (Wheel)
- Click-Drag
- Shift+Click-Drag
- Double-Click
- Zoom
- Orbit
- Pan

#### Expert Tip!
- Distance
- Amount
- Angle
- Slope
- Length

### Tool Menu
- 2 Point Arc (A)
  - Bulge: specify bulge amount by typing a number and Enter
  - Radius: specify radius by typing a number, the R key, and Enter
  - Segments: specify number of segments by typing a number, the S key, and Enter

- Circle (C)
  - Shift: lock current inferences
  - Radius: specify radius by typing a number and Enter
  - Segments: specify number of segments by typing a number, the S key, and Enter

- Eraser (E)
  - Ctrl: soften/smooth (use on edges to make adjacent faces appear curved)
  - Shift: hide
  - Ctrl+Shift: unsoften/unsmooth

- Follow Me
  - Alt: use face perimeter as extrusion path
  - Expert Tip: first Select path, then choose the Follow Me tool, then click on the face to extrude

- Line (L)
  - Shift: lock in current inference direction
  - Arrows: lock direction; up = blue, right = red, left = green, and down = parallel/perpendicular
  - Distance: specify length by typing a number and Enter

- Move (M)
  - Ctrl: move a copy
  - Shift: hold down to lock in current inference direction
  - Alt: auto-fold (allow move even if it means adding extra edges and faces)
  - Arrows: lock direction; up = blue, right = red, left = green, and down = parallel/perpendicular

- Offset (F)
  - Alt: allow results to overlap

- Orbit (O)
  - Ctrl: hold down to disable “gravity-weighted” orbiting
  - Shift: hold down to activate Pan tool

- Paint Bucket (B)
  - Ctrl: fill material – paint all matching adjacent faces
  - Shift: replace material – paint all matching faces in the model
  - Ctrl+Shift: replace material on object - paint all matching faces on the same object
  - Alt: hold down to sample material

- Push/Pull (P)
  - Ctrl: push/pull a copy of the face (leaving the original face in place)
  - Double-Click: apply last push/pull amount to this face

- Rectangle (R)
  - Ctrl: start drawing from center
  - Distance: specify dimensions by typing length, width, and Enter ie. 20, 40

- Rotate (Q)
  - Ctrl: rotate a copy
  - Angle: specify an angle by typing a number and Enter
  - Slope: specify an angle as a slope by typing a rise, a colon (:), a run, and Enter ie. 3:12

- Scale (S)
  - Ctrl: hold down to scale about center
  - Shift: hold down to scale uniformly (don’t distort)
  - Amount: specify a scale factor by typing a number and Enter ie. 1.5 = 150%
  - Length: specify a scale length by typing a number, a unit type, and Enter ie. 10m

- Select (Spacebar)
  - Ctrl: add to selection
  - Shift: add/subtract from selection
  - Ctrl+Shift: subtract from selection

- Tape Measure (T)
  - Ctrl: toggle create guide or measure only
  - Arrows: lock direction; up = blue, right = red, left = green, and down = parallel/perpendicular

- Zoom (Z)
  - Shift: hold down and click-drag mouse to change Field of View

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