

Using ADOBE® PHOTOSHOP® LIGHTROOM® 3

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Chapter 14: Keyboard shortcuts

Shortcuts work in all modules on full-size U.S. keyboards unless otherwise indicated. Functionality may vary on other keyboards and in other languages.

For information on restrictions or limitations of Lightroom keyboard shortcuts, see [Keyboard shortcuts and OS conflicts - Lightroom 3 \(Mac OS, Vista\)](#) in the Adobe support knowledgebase.

Keys for working with panels

Result	Windows	Mac OS
Show/hide side panels	Tab	Tab
Show/hide all panels	Shift + Tab	Shift + Tab
Show/hide toolbar	T	T
Show/hide Module Picker	F5	F5
Show/hide Filmstrip	F6	F6
Show/hide left panels	F7	F7
Show/hide right panels	F8	F8
Toggle solo mode	Alt-click a panel	Option-click a panel
Open a new panel without closing soloed panel	Shift-click a panel	Shift-click a panel
Open/close all panels	Ctrl-click a panel	Command-click a panel
Open/close left panels, top to bottom	Ctrl + Shift + 0 - 5	Command + Control + 0 - 5
Open/close right panels, Library and Develop modules, top to bottom	Ctrl + 0 - 8	Command + 0 - 8
Open/close right panels, Slideshow, Print, and Web modules, top to bottom	Ctrl + 1 - 7	Command + 1 - 7

Keys for navigating modules

Result	Windows	Mac OS
Go to Library module	Ctrl + Alt + 1	Command + Option + 1
Go to Develop module	Ctrl + Alt + 2	Command + Option + 2
Go to Slideshow module	Ctrl + Alt + 3	Command + Option + 3
Go to Print module	Ctrl + Alt + 4	Command + Option + 4

Result	Windows	Mac OS
Go to Web module	Ctrl + Alt + 5	Command + Option + 5
Go back / go forward	Ctrl + Alt + Left Arrow / Ctrl + Alt + Right Arrow	Command + Option + Left Arrow / Command + Option + Right Arrow
Go back to previous module	Ctrl + Alt + Up Arrow	Command + Option + Up Arrow

Keys for changing views and screen modes

Result	Windows	Mac OS
Enter Library Loupe view	E	E
Enter Library Grid view	G	G
Enter Library Compare view	C	C
Enter Library Survey view	N	N
Open selected photo in the Develop module	D	D
Cycle forward / backward through Lights Out modes	L / Shift + L	L / Shift + L
Toggle Lights Dim mode	Ctrl + Shift + L	Command + Shift + L
Cycle screen modes	F	F
Previous screen mode		Shift + F
Switch between Normal and full-screen, hide panels	Ctrl + Shift + F	Command + Shift + F
Go to Normal screen mode	Ctrl + Alt + F	Command + Option + F
Cycle info overlay	I	I
Show/hide info overlay	Ctrl + I	Command + I

Keys for using a secondary window

Note: The shortcuts for using the secondary window are the same as the equivalent shortcuts in the Library module, with the Shift key added.

Result	Windows	Mac OS
Open secondary window	F11	Command + F11
Enter Grid view	Shift + G	Shift + G
Enter normal Loupe view	Shift + E	Shift + E
Enter locked Loupe view	Ctrl + Shift + Enter	Command + Shift + Return
Enter Compare view	Shift + C	Shift + C

Result	Windows	Mac OS
Enter Survey view	Shift + N	Shift + N
Enter Slideshow view	Ctrl + Alt + Shift + Enter	Command + Option + Shift + Return
Enter full-screen mode (requires a second monitor)	Shift + F11	Command + Shift + F11
Show/hide Filter bar	Shift + \	Shift + \
Zoom in / zoom out	Ctrl + Shift + = / Ctrl + Shift -	Command + Shift + = / Command + Shift + -
Increase / decrease Grid thumbnail size	Shift + = / Shift + -	Shift + = / Shift + -

Keys for managing photos and catalogs

Result	Windows	Mac OS
Import photos from disk	Ctrl + Shift + I	Command + Shift + I
Open catalog	Ctrl + O	Command + Shift + O
Open Preferences	Ctrl + , (comma)	Command + , (comma)
Open Catalog Settings	Ctrl + Alt + , (comma)	Command + Option + , (comma)
Create new subfolder (segmented tethered capture)	Ctrl + Shift + T	Command + Shift + T
Hide/show tether capture bar	Ctrl + T	Command + T
Create a new folder in the Library module	Ctrl + Shift + N	Command + Shift + N
Create virtual copy (Library and Develop module only)	Ctrl + ' (apostrophe)	Command + ' (apostrophe)
Show in Explorer / Finder (Library and Develop module only)	Ctrl + R	Command + R
Go to next/previous photo in the Filmstrip	Right Arrow/Left Arrow	Right Arrow/Left Arrow
Select multiple folders or collections (in Library, Slideshow, Print, and Web modules)	Shift-click or Ctrl-click	Shift-click or Command-click
Rename photo (in Library module)	F2	F2
Delete selected photo(s)	Backspace or Delete	Delete
Remove selected photo(s) from catalog	Alt + Backspace	Option + Delete
Delete selected photo(s) and move to Recycling Bin (Windows) or Trash (Mac OS)	Ctrl + Alt + Shift + Backspace	Command + Option + Shift + Delete
Delete rejected photo(s)	Ctrl + Backspace	Command + Delete
Edit in Photoshop	Ctrl + E	Command + E
Open in other editor	Ctrl + Alt + E	Command + Option + E
Export selected photo(s)	Ctrl + Shift + E	Command + Shift + E
Export with previous settings	Ctrl + Alt + Shift + E	Command + Option + Shift + E

Result	Windows	Mac OS
Open plug-in manager	Ctrl + Alt + Shift + , (comma)	Command + Option + Shift + , (comma)
Print selected photo	Ctrl + P	Command + P
Open Page Setup dialog box	Ctrl + Shift + P	Command + Shift + P

Keys for comparing photos in the Library module

Result	Windows	Mac OS
Switch to Loupe view	E or Enter	E or Return
Switch to Grid view	G or Esc	G or Esc
Switch to Compare view	C	C
Switch to Survey view	N	N
Switch from Grid to Loupe view	Spacebar or E	Spacebar or E
Swap select and candidate photos in Compare view	Down Arrow	Down Arrow
Make next photos select and candidate in Compare view	Up Arrow	Up Arrow
Toggle Zoom view	Z	Z
Zoom in / zoom out in Loupe view	Ctrl + = / Ctrl + -	Command + = / Command + -
Zoom in / zoom out in Loupe view	Ctrl + = / Ctrl + -	Command + = / Command + -
Scroll up/down zoomed photo in Loupe view (also works in Develop and Web modules)	Page Up / Page Down on full-size keyboard	Page Up / Page Down on full-size keyboard
Play impromptu slide show	Ctrl + Enter	Command + Return
Rotate photo right (clockwise)	Ctrl +]	Command +]
Rotate photo left (counterclockwise)	Ctrl + [Command + [
Increase/decrease Grid thumbnail size	= / -	= / -
Scroll up/down Grid thumbnails	Page Up / Page Down on full-size keyboard	Page Up / Page Down on full-size keyboard
Toggle cell extras	Ctrl + Shift + H	Command + Shift + H
Show/hide badges	Ctrl + Alt + Shift + H	Command + Option + Shift + H
Cycle Grid views	J	J
Open Library view options	Ctrl + J	Command + J
Select multiple discrete photos	Ctrl-click	Command-click
Select multiple contiguous photos	Shift-click	Shift-click
Select all photos	Ctrl + A	Command + A
Deselect all photos	Ctrl + D	Command + D or Command + Shift + A
Select only active photo	Ctrl + Shift + D	Command + Shift + D

Result	Windows	Mac OS
Deselect active photo	/	/
Add previous/next photo to selection	Shift + Left/Right Arrow	Shift + Left/Right Arrow
Select flagged photos	Ctrl + Alt + A	Command + Option + A
Deselect unflagged photos	Ctrl + Alt + Shift + D	Command + Option + Shift + D
Group into stack	Ctrl + G	Command + G
Unstack	Ctrl + Shift + G	Command + Shift + G
Toggle stack	S	S
Move to top of stack	Shift + S	Shift + S
Move up in stack	Shift + [Shift + [
Move down in stack	Shift +]	Shift +]

Keys for rating and filtering photos

Result	Windows	Mac OS
Set star rating	1 - 5	1 - 5
Set star rating and go to next photo	Shift + 1 - 5	Shift + 1 - 5
Remove star rating	0	0
Remove star rating and go to next photo	Shift + 0	Shift + 0
Increase / decrease rating by 1 star] / [] / [
Assign a red label	6	6
Assign a yellow label	7	7
Assign a green label	8	8
Assign a blue label	9	9
Assign a color label and go to next photo	Shift + 6 - 9	Shift + 6 - 9
Flag photo as a pick	P	P
Flag photo as a pick and go to next photo	Shift + P	Shift + P
Flag photo as a reject	X	X
Flag photo as a reject and go to next photo	Shift + X	Shift + X
Unflag photo	U	U
Unflag photo and go to next photo	Shift + U	Shift + U
Increase / decrease flag status	Ctrl + Up Arrow / Ctrl + Down Arrow	Command + Up Arrow / Command + Down Arrow
Cycle flag settings	' (back quote)	' (back quote)
Refine photos	Ctrl + Alt + R	Command + Option + R

Result	Windows	Mac OS
Show/hide Library Filter bar	\	\
Open multiple filters in the Filter bar	Shift-click filter labels	Shift-click filter labels
Toggle filters on/off	Ctrl + L	Command + L
Find photo in the Library module	Ctrl + F	Command + F

Keys for working with collections

Result	Windows	Mac OS
Create a new collection in the Library module	Ctrl + N	Command + N
Add to Quick Collection	B	B
Add to Quick Collection and go to next photo	Shift + B	Shift + B
Show Quick Collection	Ctrl + B	Command + B
Save Quick Collection	Ctrl + Alt + B	Command + Option + B
Clear Quick Collection	Ctrl + Shift + B	Command + Shift + B
Set as target collection	Ctrl + Alt + Shift + B	Command + Option + Shift + B

Keys for working with metadata and keywords in the Library module

Result	Windows	Mac OS
Add keywords	Ctrl + K	Command + K
Edit keywords	Ctrl + Shift + K	Command + Shift + K
Set a keyword shortcut	Ctrl + Alt + Shift + K	Command + Option + Shift + K
Add/remove keyword shortcut from selected photo	Shift + K	Shift + K
Enable painting	Ctrl + Alt + K	Command + Option + K
Add a keyword from a keyword set to selected photo	Alt + 1-9	Option + 1-9
Cycle forward / backward through keyword sets	Alt + 0 / Alt + Shift + 0	Option + 0 / Option + Shift + 0
Copy/paste metadata	Ctrl + Alt + Shift + C / Ctrl + Alt + Shift + V	Command + Option + Shift + C / Command + Option + Shift + V
Save metadata to file	Ctrl + S	Command + S

Result	Windows	Mac OS
Open Spelling dialog box		Command + :
Check spelling		Command + ;
Open Character palette		Command + Option + T

Keys for working in the Develop module

Result	Windows	Mac OS
Convert to grayscale	V	V
Auto tone	Ctrl + U	Command + U
Auto white balance	Ctrl + Shift + U	Command + Shift + U
Edit in Photoshop	Ctrl + E	Command + E
Copy/paste Develop settings	Ctrl + Shift + C / Ctrl + Shift + V	Command + Shift + C / Command + Shift + V
Paste settings from previous photo	Ctrl + Alt + V	Command + Option + V
Copy After settings to Before	Ctrl + Alt + Shift + Left Arrow	Command + Option + Shift + Left Arrow
Copy Before settings to After	Ctrl + Alt + Shift + Right Arrow	Command + Option + Shift + Right Arrow
Swap Before and After settings	Ctrl + Alt + Shift + Up Arrow	Command + Option + Shift + Up Arrow
Increase/decrease selected slider in small increments	Up Arrow / Down Arrow or + / -	Up Arrow / Down Arrow or + / -
Increase/decrease selected slider in larger increments	Shift + Up Arrow / Shift + Down Arrow or Shift + + / Shift + -	Shift + Up Arrow / Shift + Down Arrow or Shift + + / Shift + -
Cycle through Basic panel settings (forward/backward)	. (period) / , (comma)	. (period) / , (comma)
Reset a slider	Double-click slider name	Double-click slider name
Reset a group of sliders	Alt-click group name	Option-click group name
Reset all settings	Ctrl + Shift + R	Command + Shift + R
Sync settings	Ctrl + Shift + S	Command + Shift + S
Sync settings bypassing Synchronize Settings dialog box	Ctrl + Alt + S	Command + Option + S
Toggle Auto Sync	Ctrl-click Sync button	Command-click Sync button
Enable Auto Sync	Ctrl + Alt + Shift + A	Command + Option + Shift + A
Match total exposures	Ctrl + Alt + Shift + M	Command + Option + Shift + M
Select White Balance tool (from any module)	W	W
Select the Crop tool (from any module)	R	R
Constrain aspect ratio when Crop tool is selected	A	A

Result	Windows	Mac OS
Crop to same aspect ratio as previous crop	Shift + A	Shift + A
Crop from center of photo	Alt-drag	Option-drag
Cycle Crop grid overlay	O	O
Cycle Crop grid overlay orientation	Shift + O	Shift + O
Switch crop between portrait and landscape orientation	X	X
Reset crop	Ctrl + Alt + R	Command + Option + R
Select the Spot Removal tool	Q	Q
Select the Adjustment Brush tool (from any module)	K	K
Select the Graduated Filter tool	M	M
Increase/decrease brush size] / [] / [
Increase/decrease brush feathering	Shift +] / Shift + [Shift +] / Shift + [
Switch between local adjustment brush A and B	/	/
Temporarily switch from brush A or B to Eraser	Alt-drag	Option-drag
Paint a horizontal or vertical line	Shift-drag	Shift-drag
Increase/decrease Amount	Drag adjustment pin right/left	Drag adjustment pin right/left
Show/hide local adjustment pin	H	H
Show/hide local adjustment mask overlay	O	O
Cycle local adjustment mask overlay colors	Shift + O	Shift + O
Select Targeted Adjustment tool to apply a Tone Curve adjustment	Ctrl + Alt + Shift + T	Command + Option + Shift + T
Select Targeted Adjustment tool to apply a Hue adjustment	Ctrl + Alt + Shift + H	Command + Option + Shift + H
Select Targeted Adjustment tool to apply a Saturation adjustment	Ctrl + Alt + Shift + S	Command + Option + Shift + S
Select Targeted Adjustment tool to apply a Luminance adjustment	Ctrl + Alt + Shift + L	Command + Option + Shift + L
Select Targeted Adjustment tool to apply a Grayscale Mix adjustment	Ctrl + Alt + Shift + G	Command + Option + Shift + G
Deselect Targeted Adjustment tool	Ctrl + Alt + Shift + N	Command + Option + Shift + N
Show clipping	J	J
Rotate photo right (clockwise)	Ctrl +]	Command +]
Rotate photo left (counterclockwise)	Ctrl + [Command + [
Toggle between Loupe and 1:1 Zoom preview	Spacebar or Z	Spacebar or Z
Zoom in / zoom out	Ctrl + = / Ctrl + -	Command + = / Command + -

Result	Windows	Mac OS
Play impromptu slide show	Ctrl + Enter	Command + Return
View Before and After left/right	Y	Y
View Before and After top/bottom	Alt + Y	Option + Y
View Before and After in a split screen	Shift + Y	Shift + Y
View Before only	\	\
Create a new snapshot	Ctrl + N	Command + N
Create a new preset	Ctrl + Shift + N	Command + Shift + N
Create a new preset folder	Ctrl + Alt + N	Command + Option + N
Open Develop view options	Ctrl + J	Command + J

Keys for working in the Slideshow module

Result	Windows	Mac OS
Play slide show	Enter	Return
Play impromptu slide show	Ctrl + Enter	Command + Return
Pause slide show	Spacebar	Spacebar
Preview slide show	Alt + Enter	Option + Return
End slide show	Esc	Esc
Go to next slide	Right Arrow	Right Arrow
Go to previous slide	Left Arrow	Left Arrow
Rotate photo right (clockwise)	Ctrl +]	Command +]
Rotate photo left (counterclockwise)	Ctrl + [Command + [
Show/hide guides	Ctrl + Shift + H	Command + Shift + H
Export PDF slide show	Ctrl + J	Command + J
Export JPEG slide show	Ctrl + Shift + J	Command + Shift + J
Export video slide show	Ctrl + Alt + J	Command + Option + J
Create a new slide show template	Ctrl + N	Command + N
Create a new slide show template folder	Ctrl + Shift + N	Command + Shift + N
Save slide show settings	Ctrl + S	Command + S

Keys for working in the Print module

Result	Windows	Mac OS
Print	Ctrl + P	Command + P
Print one copy	Ctrl + Alt + P	Command + Option + P
Open Page Setup dialog box	Ctrl + Shift + P	Command + Shift + P
Open Print Settings dialog box	Ctrl + Alt + Shift + P	Command + Option + Shift + P
Go to first page	Ctrl + Shift + Left Arrow	Command + Shift + Left Arrow
Go to last page	Ctrl + Shift + Right Arrow	Command + Shift + Right Arrow
Go to previous page	Ctrl + Left Arrow	Command + Left Arrow
Go to next page	Ctrl + Right Arrow	Command + Right Arrow
Show/hide guides	Ctrl + Shift + H	Command + Shift + H
Show/hide rulers	Ctrl + R	Command + R
Show/hide page bleed	Ctrl + Shift + J	Command + Shift + J
Show/hide margins and gutters	Ctrl + Shift + M	Command + Shift + M
Show/hide image cells	Ctrl + Shift + K	Command + Shift + K
Show/hide dimensions	Ctrl + Shift + U	Command + Shift + U
Play impromptu slide show	Ctrl + Enter	Command + Return
Rotate photo right (clockwise)	Ctrl +]	Command +]
Rotate photo left (counterclockwise)	Ctrl + [Command + [
Create a new print template	Ctrl + N	Command + N
Create a new print template folder	Ctrl + Shift + N	Command + Shift + N
Save print settings	Ctrl + S	Command + S

Keys for working in the Web module

Result	Windows	Mac OS
Reload web gallery	Ctrl + R	Command + R
Preview in browser	Ctrl + Alt + P	Command + Option + P
Play impromptu slide show	Ctrl + Enter	Command + Return
Export web gallery	Ctrl + J	Command + J
Create a new web gallery template	Ctrl + N	Command + N
Create a new web gallery template folder	Ctrl + Shift + N	Command + Shift + N
Save web gallery settings	Ctrl + S	Command + S