

KEYBOARD SHORTCUTS

You select commands in BERNINA Embroidery Software as other MS Windows® applications – from menus or toolbars. Keyboard shortcuts are available for frequently used commands.

Key combinations

To use a keyboard shortcut, or key combination, you press a modifier key together with a character key. For example, pressing the **Ctrl** (Control) key with the 'c' key copies whatever is currently selected – text, graphics, etc – to the Clipboard. This is also known as the **Ctrl+C** key combination, or keyboard shortcut.

Windows to Mac conversion

Key combinations are slightly different from Mac to PC. If you know and use keyboard shortcuts regularly in Windows, you will need to retrain your fingers slightly. For the most part, a Control + Key in Windows translates to a Command + Key in Mac OS. Most favorites should work by just making this switch. Here is a basic breakdown of keyboard equivalence:

Windows	Mac
Control (Ctrl)	Command (most of the time); Control
Alt	Option
Windows / Start	Command / Apple
Backspace	Backspace
Delete	Delete
Shift	Shift
Enter	Enter
Return	Return







Note Standard MS Windows® **Alt** key shortcuts apply. Use the **Alt** key with the letter underlined in the menu. To cancel an operation, press **Esc** twice.

General functions




To	Press
Cancel command	Esc
Exit the program	Alt+F4
Open existing design	Ctrl+O
Print design	Ctrl+P

To	Press
Save design	Ctrl+S
Start new design	Ctrl+N

View designs

To	Press	Or
Center current stitch	C	F6
Measure	M	
Refresh screen	R	F4
Show needle points	. (period or full stop)	
Show outlines (BERNINA Quilter only)	Ctrl+L	
Show previous view	V	F5
Show selected objects only	Shift+S	
Show whole design	0 (zero)	F2
Show/hide connectors	Shift+C	
Show/hide picture	D	
Show/hide vectors	Shift+D	
Pan	P	
Turn on/off Artistic View	T	
Zoom (box)	B then 	F8
Zoom factor	F	F3
Zoom in 2x	Z	 wheel
Zoom out 2x	Shift+Z	F10
Zoom to 1:1 scale (100%)	1	
Vertical scroll	Alt +  wheel	
Horizontal scroll	Ctrl +  wheel	

Select objects

To	Press
Activate Select Object tool	O
Add next object to selection	Ctrl+Tab 
Add previous object to selection	Ctrl+Shift+Tab 
Deselect all objects	Esc or X
Select a range of objects	Shift + 

To	Press
Select all objects	Ctrl + A
Select multiple objects	Ctrl + ⇧
Select next object	Tab ⇨
Select object underneath	2 + ⇧
Select previous object	Shift + Tab ⇨

Edit designs

To	Press
Delete the last input point	* ← Bksp
Finish digitizing an object	* Enter ⇨ or Spacebar
Turn underlay on/off	U
Display the lettering dialog	A
Redo command	Ctrl + Y
Undo command	Ctrl + Z
Cut selection	Ctrl + X
Copy selection	Ctrl + C
Paste selection	Ctrl + V
Duplicate selection	Ctrl + D
Clone selection	⇧ + ⇧
Reinforce outline (Double Run)	Ctrl + B
Delete selection	Delete
* BERNINA DesignerPlus only	

View stitching sequence

To travel	Press	
	Keyb'rd	Keypad*
1 segment backward	Ctrl + ←	
1 segment forward	Ctrl + →	
1 stitch backward	† ←	4
1 stitch forward	† →	6
10 stitches backward	† ↑	8
10 stitches forward	† ↓	2
100 stitches backward		-
100 stitches forward		+
Activate Slow Redraw	Shift + R	
To next color	PageDown	9
To next object	Ctrl + T	
To next selected object	Tab ⇨	
To previous color	PageUp	3
* Num Lock OFF † Select Object tool OFF		

To travel	Press	
	Keyb'rd	Keypad*
To previous object	Shift + T	
To previous selected object	Shift + Tab ⇨	
To the end of a design	End	1
To the start of a design	Home	7
* Num Lock OFF † Select Object tool OFF		

Digitizing & lettering

To	Press
Activate Double Run	Ctrl + B
Delete the last input point	* ← Bksp
Finish digitizing an object	* Enter ⇨ or Spacebar
Turn underlay on/off	U
Display the lettering dialog	A
* BERNINA DesignerPlus only	

Manipulate objects and stitches

To	Press or click
Nudge selected designs	↑ ↓ ← →
Move an object horizontally or vertically	⇧ + Ctrl Drag the object
Maintain an object's proportions while resizing	† Shift + ⇧ Drag corner handle
Reshape selected object	H
Change reshape node type	⇧ + Space Select reshape node and press spacebar
Group selected objects	Ctrl + G
Ungroup selected objects	Ctrl + U
Regroup ungrouped objects	* Ctrl + R
Lock selected objects	K
Unlock selected objects	Shift + K
Bring object to front	* Shift + PageUp
Bring object forward	* PageUp
Send object to back	* Shift + PageDown
Send object backward	* PageDown
Activate Stitch edit	E
† Use Alt+Drag with BERNINA Quilter * BERNINA Quilter only	

System shortcuts

Here is a list of commonly-used Windows keyboard shortcuts and their Mac equivalents.

Action	Windows	Mac
Backwards delete	Backspace	Delete
Capture entire screen to Clipboard	Print Screen	Command + Control + Shift + 3
Capture frontmost window	Alt + Print Screen	Command + Shift + 3
Close current window	Control + W	Command + W
Copy a file/folder	Control + drag icon	Option + drag icon
Copy to Clipboard	Control + C	Command + C
Create an alias or shortcut	Right mouse click and select Create Shortcut	Command + L
Cut to Clipboard	Control + X	Command + X
Exit a dialog box without changes	Escape	Escape
Find/Search	Control + F	Command + F
Force quit a frozen application	Control + Alt + Delete	Command + Option + Escape
Forward delete	Delete	Delete (For Mac notebooks, press the Function (fn) and Delete key)
Get item info or properties	Alt + Enter	Command + I
Logout current user	Windows + L	Command + Shift + Q
Maximize window	Control + F10	None
Minimize windows	Windows + M	Command + M
New folder	Control + N	Command + Shift + N
Open file	Control + O	Command + O
Paste Clipboard	Control + V	Command + V
Print	Control + P	Command + P
Quit / close a program	Alt + F4	Command + Q
Rename a file / folder	Select item + F2	Select item + Enter

Action	Windows	Mac
Save file	Control + S	Command + S
Select all items	Control + A	Command + A
Select more than one item in a list (non contiguous)	Control + click on each item	Command + click on each item
Send items to trash / recycle bin	Delete	Command + Delete
Send / receive email	Control + K	Command + K
Shut down	Windows + U + U	Command + Option + Control + Eject
Switch to next window	Control + F6	Command + ~ (tilde)
Switch to previous window	Control + Shift + F6	Command + Shift + ~ (tilde)
Toggle through open applications	Alt + Tab	Command + Tab
Type special characters	Alt + key	Option + key
Undo	Control-Z	Command-

Mac environment on virtual machines

If you are running BERNINA Embroidery Software in a Mac environment on a virtual machine (VM), you may find that shortcuts don't work as expected.

Lion uses more shortcuts than Snow Leopard, especially for **LaunchPad** and **Mission Control**. The latter has **Ctrl** arrow left and **Ctrl** arrow right assigned by default. With **Parallels** preferences / keyboard / Enable Mac OS X system shortcuts checked, the above combinations trigger Mission Control functions even from inside the VM. That's what the preference item is for. To avoid this, you can go two ways:

- ▶ Disable the checkbox in Parallels preferences. This is the easy way, but you lose all system keys at once within the VM); or
- ▶ Remove the assignment of those two shortcuts in Mac OS X system preferences / keyboard / keyboard shortcuts.

Just chose Mission Control on the left side, then you can see the two items on the right side. Uncheck them, and you are fine inside the Windows VM. There's no sacrifice unless you want to use the shortcuts for Mission Control.

Since Mission Control only makes real fun with gestures enabled, most people with gesture-capable

machines won't need the shortcuts. You could even assign other shortcuts to Mission Control if you liked.

There may also be an issue with the **Shift** key in Parallels. Try the following: Click on 'Virtual Machine'. Configure and enable the option 'Optimize Modifier key for games'.