

Shortcuts for ZoomIt App

Basic Shortcuts:

- To start Zoom in Mode = Ctrl +1 or Ctrl + F1
- To Zoom in/out = Up and Down arrow or Scroll wheel Up/ Down
- To draw while zoomed in – Left click
- To draw while not zoomed in – Ctrl + 2
- Exit zoom mode = Esc or Right click
- Live Zoom mode = Ctrl + 4
- Zoom in/ out during live mode = Ctrl + up/ down

Shortcuts to work with Pen

- Change Pen Color = R (Red), B (Blue), Y (Yellow), G (Green), O (Orange), P (Pink) in the pen mode
- Erase = Ctrl + Z
- Erase all = E
- Increase/ Decrease Pen width = Ctrl + Scroll wheel Up/ Down

Shortcuts to Highlight and Type

- Bring cursor to the centre of the screen = space bar
- To draw a Straight line = Hold Shift while drawing
- To draw a Rectangle = Ctrl + Left Mouse Button
- To draw an Ellipse = Tab + Left Mouse Button
- To draw an Arrow = Shift + Ctrl + Left Mouse Button
- To type = Enter the Drawing mode and hit T
- For a White screen = W
- For a Black screen = K

Some more useful Shortcuts

- Copy the Annotated screen = Ctrl + C
- Save the Annotated screen = Ctrl + S
- Show Countdown timer = Ctrl + 3

For useful resources on PowerPoint, please visit – www.Presentation-Process.com