

# ABLE2EXTRACT PROFESSIONAL KEYBOARD SHORTCUTS



## Features

+ Create PDF...

+ Convert to Excel...

+ + Save Custom Excel Template

+ + + Save Custom Excel Template As...

+ + Load Custom Excel Template...

+ Convert to CSV...

## System

+ Convert to Word - Standard...

+ Convert / Edit Mode

+ Convert to HTML...

+ + Page Setup...

+ Convert to AutoCAD...

+ Exit / Quit (Able2Extract)

+ Convert to Text...

## Utilities

+ Convert to Images...

+ Copy

+ Batch Conversion (Convert Mode)

+ + Take Snapshot

## File Management

+ Open...

Search Next

+ Save

+ Undo

+ + Save As...

+ Redo

+ Close (Active Document/Tab)

+ Print...

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## Selection

		Select All	
		Select All on Page	
		Select Area	
		Select Page Range...	
			Deselect All
			Deselect Last

## Navigation / Zoom

			Switch Tabs
			Jump to First Page
		Previous Page	
		Next Page	
			Jump to Last Page
		Go to Page...	
		Zoom In	
		Zoom Out	
		Zoom To...	

## Help

	Help Topics...
	Quick Start Tips...
	Show Tip Balloons (On/Off)

## MacOS Keyboard Equivalents

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## Additional MacOS Information

Command + H on Mac will Hide Able2Extract Pro (no shortcut for PDF to HTML conversion)

Command + Alt/Option + H on Mac will Hide Others (running applications)

Double tap Fn key on Mac to Start Dictation...

## Note

Ctrl / Command + V shortcut will open up the Batch conversion window when Conversion mode is active.

However, in Edit mode, the shortcut can be used to Paste content.