

Mouse & Keyboard Commands

Mouse Actions

Action

Where...

What It Does...

Shift-Click

List Item

Un-selects the chosen item and will display general view information in the Editing Bar.

Double-Click

Used Item

Will scroll your Quark document to the item's box.

Keyboard Shortcuts

Keyboard Actions (Keys Box Unchecked)

Key...

While...

What It Does...

Command

Dragging Item

Puts the MEXT Pro into

Replace mode.

Command-Option

Dragging Item

Puts the MEXT Pro into

Text

Append mode.

Shift

Sizing Item

Constrains the

height and width

of the

box you are

creating to

a square.

Shift-Double-click

Thumbnail View

Moves to Cameo View.

On Item

Extended Keyboard Actions (Keys Box Checked)

Key...	Where...	What It Does...
Cursor Down	In Any View	Scrolls down one selection in the Gather list.
Cursor Up selection	In Any View	Scrolls up one in the Gather list.
Home Key the list.	In Any View	Goes to the first item in
End Key in the list.	In Any View	Goes to the last item
Return Key	Sets View	Enters Files View.
Enter Key name	Sets View	Lets you edit the of the selected set.
Command-Return	Files View or Folders View	Returns to Sets View.
Command Cursor Down	Sets View	Enters Folders View.
Command Cursor Up	Files View or Returns to Sets View. Folders View	