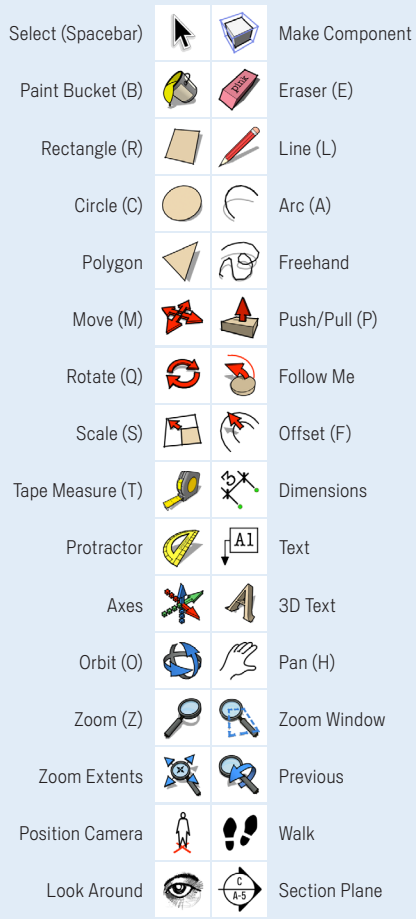
SketchUp 8 Quick Reference Card

Mac OS X

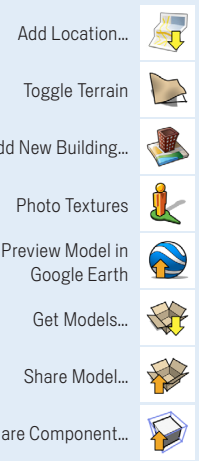
Large Tool Set



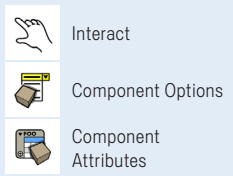
Solid Tools

Sandbox (Terrain)

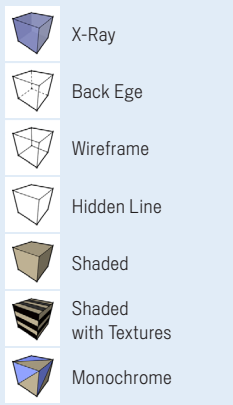
Google



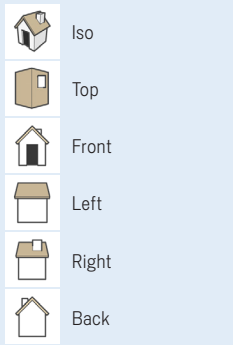
Dynamic Components



Style



Standard Views



To add other tools, right-click the toolbar (at the top of your document window) and choose "Customize Toobar..."

Middle Button (Wheel)	Scroll	Zoom
	Click-Drag	Orbit
	Shift+Click-Drag	Pan
	Double-Click	re-center view
Right Mouse Button	Click	show context menu

Google SketchUp

Tool	Operation	Instructions
Arc (A)	Bulge	specify bulge amount by typing a number and Enter
	Radius	specify radius by typing a number, the R key, and Enter
	Segments	specify number of segments by typing a number, the S key, and Enter
Circle (C)	Shift	lock in current plane
	Radius	specify radius by typing a number and Enter
	Segments	specify number of segments by typing a number, the S key, and Enter
Eraser (E)	Option	soften/smooth (use on edges to make adjacent faces appear curved)
	Shift	hide
	Option+Shift	unsoften/unsmooth
Follow Me	Command	use face perimeter as extrusion path
	Better Way	first Select path, then choose the Follow Me tool, then click on the face to extrude
Line (L)	Shift	lock in current inference direction
	Arrows	up or down arrow to lock in blue direction; right to lock in red; left to lock in green
	Length	specify length by typing a number and Enter
Look Around	Eye Height	specify eye height by typing a number and Enter
Move (M)	Option	move a copy
	Shift	hold down to lock in current inference direction
	Command	auto-fold (allow move even if it means adding extra edges and faces)
	Arrows	up or down arrow to lock in blue direction; right to lock in red; left to lock in green
	Distance	specify move distance by typing a number and Enter
	External Array	n copies in a row: move first copy, type a number, the X key, and Enter
	Internal Array	n copies in between: move first copy, type a number, the / key, and Enter
Offset (F)	Double-Click	apply last offset amount to this face
	Distance	specify an offset distance by typing a number and Enter
Orbit (O)	Option	hold down to disable "gravity-weighted" orbiting
	Shift	hold down to activate Pan tool
Paint Bucket (B)	Option	paint all matching adjacent faces
	Shift	paint all matching faces in the model
	Option+Shift	paint all matching faces on the same object
	Command	hold down to sample material
Push/Pull (P)	Option	push/pull a copy of the face (leaving the original face in place)
	Double-Click	apply last push/pull amount to this face
	Distance	specify a push/pull amount by typing a number and Enter
Rectangle (R)	Dimensions	specify dimensions by typing length, width and Enter ie. 20,40
Rotate (Q)	Option	rotate a copy
	Angle	specify an angle by typing a number and Enter
	Slope	specify an angle as a slope by typing a rise, a colon (:), a run, and Enter ie. 3:12
Scale (S)	Option	hold down to scale about center
	Shift	hold down to scale uniformly (don't distort)
	Amount	specify a scale factor by typing a number and Enter ie. 1.5 = 150%
	Length	specify a scale length by typing a number, a unit type, and Enter ie. 10m
Select (Spacebar)	Option	add to selection
	Shift	add/subtract from selection
	Option+Shift	subtract from selection
Tape Measure (T)	Option	create a new Guide
	Arrows	up or down arrow to lock in blue direction; right to lock in red; left to lock in green
	Resize	resize model: measure a distance, type intended size, and Enter
Zoom (Z)	Shift	hold down and click-drag mouse to change Field of View

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