Start here and contents

Chapters follow the menus from left to right. Start with page 2 if you are new to the app.

Use the sidebar Bookmarks tab to jump to a chapter. Press F9 if the sidebar is hidden.

02 File: open and save

03 File: document information

04 File: preview and print

05 File: convert images and PDFs

06 File: passwords

07 Edit: copy text and search

08 Edit: paste and copy images

09 Pages: organize and extract pages

10 Pages: margins, skew and perspective

11 Annotations: highlight and redact

12 Annotations: comments, styles and list

13 Annotations: text notes

14 Annotations: math notes

15 Shapes: draw and edit

16 Bookmarks: remember a location

17 View: read and navigate

18 View: hand tool, history and labels

19 View: full screen and pointer

20 Window: tabs, splits and arrangement

21 Voice: commands and settings

22 Help: settings, updates and guidance

23 Keyboard shortcuts

24 Voice command reference

File: open and save

Open your first PDF

Choose File > Open (Ctrl+O) and select a PDF, or drag the PDF onto the window.

Fit page shows the whole page; Fit width fills the available width. A document without saved view settings initially opens in Fit page mode. Between − and +, choose 10, 20, 50, 100, 200 or 500%, or type a value from 10 to 500% and press Enter. The field shows the current scale rounded to a whole percent, including in Fit width / page mode.

Create a new PDF

The first File commands create documents. New blank PDF (Ctrl+N) creates one portrait A4 page. Add notes, shapes or clipboard images and save it.

Copy an image, then choose Create PDF from clipboard image to create a PDF. Bitmap data and copied local image files are supported. Multiple copied files become pages in order. Images to PDF also offers a file picker.

Save your changes

Save (Ctrl+S) writes your changes. To keep the original, choose Save as (Ctrl+Shift+S) and use a different name.

A dot beside the tab name means unsaved changes. Closing the last tab leaves an empty start window. Closing the last separate window with its title-bar × exits the app. Quit application (Ctrl+Q) exits the app.

Save an image-only PDF

File > Save as image PDF renders all pages into a separate PDF. Keep the original page size or choose A4. Choose resolution and PNG/JPEG in quality mode, or select smaller file size or a target size. The saved PDF opens automatically.

Visible annotations are included. Text objects, links, bookmarks, metadata and passwords are not retained. The original document and undo history are unchanged.

Save an N-up PDF

File > Save as N-up PDF places several source pages on each sheet. Choose the paper, orientation, rows and columns. Set right-to-left order, borders and original page-number placement as needed.

File: document information

Inspect document information

File > Document information shows the page count, current page dimensions, file size, title, author, dates and encryption.

Edit the author, title, subject or keywords, choose OK, then save the PDF. Existing properties and creation dates are preserved; saving updates the modification date and producer. Author changes are remembered for new PDFs; existing authors are not overwritten.

Choose Remove document information, OK, then save. Recording is disabled and remains disabled after reopening; enable Record document information when saving to resume. Page contents, annotations and attachment contents are not cleared.

Add and save attachments

File > Attach files opens the attachment window. Drop files into that window or click Add files to select one or more files. File types are unrestricted and duplicate names receive numbers. Close the window and press Ctrl+S to save the PDF. Ctrl+Z undoes an addition.

To extract files, choose File > Save attachments. Use Ctrl/Shift to select any subset, or Select all for every file. Click Save selected attachments. For one file, choose a filename; for several, choose a folder. Batch extraction adds numbers to duplicate names and keeps existing files.

A sidebar tab such as Attachments (3) appears only when files are attached and lists their names and sizes. Select files with Ctrl/Shift or Select all, then click Save attachments below the list. Use Attach files below the list or in the context menu to open the attachment window. The context menu also offers Save selected attachments and Select all. Right-clicking a selected item preserves the selected group; right-clicking an unselected item selects that file.

Clicking Attachments: 3 in the status bar also opens the tab. Document and page attachments are included, and the list/count follow additions and undo. Opening a PDF does not force a switch to the attachment tab; a previously selected tab is restored. Opening an extracted file requires a suitable application.

File: preview and print

Review before printing

File > Print (Ctrl+P) opens the Windows print dialog. Choose the printer, paper, orientation, copies and range, and review the preview in the same window.

Print only selected pages

Select the pages in the sidebar and choose Print from the context menu. The range uses the original PDF page numbers.

Choose the print scale

Fit to printable area scales proportionally. Actual size (100%) uses the PDF dimensions. Content outside the printable area is clipped.

Custom scale accepts 1–1000%. The percentage field is hidden in the other scale modes.

Orientation and page border

Turn off automatic orientation to set the paper orientation manually. The page border option draws the outline of the PDF page.

File: convert images and PDFs

Create a PDF from images

File > Create PDF from images accepts JPEG, PNG, WebP and other images. Drag the list to reorder them, then choose paper size and quality. Drop images into an empty window to create one page per image directly.

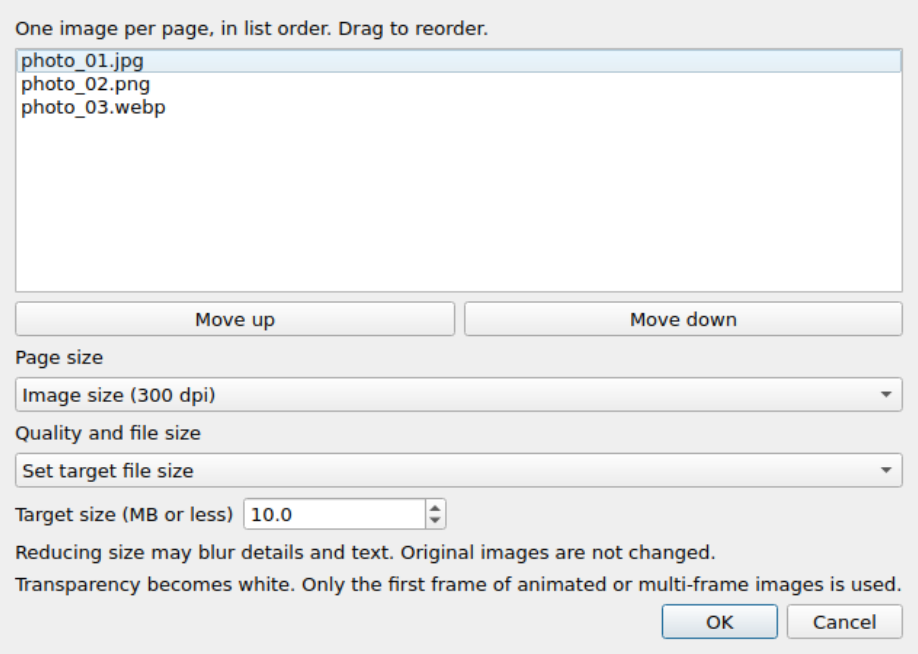
Choose quality and size

Prefer quality retains source detail. Prefer smaller size uses downsampling and JPEG compression. Target size progressively adjusts toward the specified megabytes.

Source images are unchanged. A progress display appears during conversion. Review fine text in the result.

Export PDF pages as images

File > Save numbered JPEGs exports selected or all pages as images. Check the destination and overwrite confirmation before continuing.



File: passwords

Set or remove a password

Use File > Set password or Remove password, then save. Removal requires the correct password and necessary authorization.

Document handling

Normal PDF viewing and editing takes place on this PC. Document information also shows the encryption status.

Edit: copy text and search

Select and copy text

Choose Select text in the Tool selector, then drag across text. The selection is copied; Ctrl+C copies it again.

For PDFs without a text layer, use Copy image and drag a rectangle. Choose its resolution under Edit > Image copy resolution.

Find text

Press Ctrl+F, enter a term and press Enter. F3 moves to the next match; Shift+F3 moves to the previous one.

Edit > Advanced search searches the current PDF in the sidebar. Choose match case, whole words and a page range. Results show surrounding text; click a result to navigate and highlight it. Use Close below the results to remove the tab, then reopen it from the menu. Ctrl+F remains available.

A scanned image without a text layer cannot be searched as text. OCR text recognition is not included.

Undo and save

Ctrl+Z undoes; Ctrl+Y redoes. Save the PDF to keep your marks.

Edit: paste and copy images

Copy shapes, notes and highlights

In Copy text mode, click an object to select its blue outline. Ctrl+C copies, Ctrl+X cuts, Ctrl+V pastes, and Delete removes it. Esc clears the selection.

Paste into another page or document as an editable annotation, preserving color, line width and note size. Right-click or use Edit for the same commands. Selected PDF text still copies normally; input fields keep their usual shortcuts.

Paste an image into a document

In a normal page view, copy an image or image file and press Ctrl+V to paste it onto the page, including a blank PDF. In thumbnail mode, it inserts a new page. Drag its body to move; drag a corner handle to resize proportionally. Pasted images remain editable after saving and reopening. Drop image files onto a page to paste at that position. Undo a batch of dropped images with one Ctrl+Z.

Copy a formula as an image

Right-click the formula and choose Copy as image, also available under Edit. The transparent image can be pasted into another app. Normal Ctrl+C also includes editable formula data for pasting inside yoshinoPDF.

Choose image copy resolution

Choose Edit > Image copy resolution for 72, 96, 150, 300 or 600 dpi. The setting applies to both region image copying and copying a formula as an image, and persists across restarts.

Pages: organize and extract pages

Select target pages

Use Ctrl/Shift in the page list for multiple selection. Its context menu shares the main commands at the top of Pages. Print appears last in the context menu.

Extract pages into another PDF

Extract keeps the source intact and opens the selection in an independent unsaved tab. Save it as another PDF. Pages > Extract does the same.

Delete, move, insert and rotate

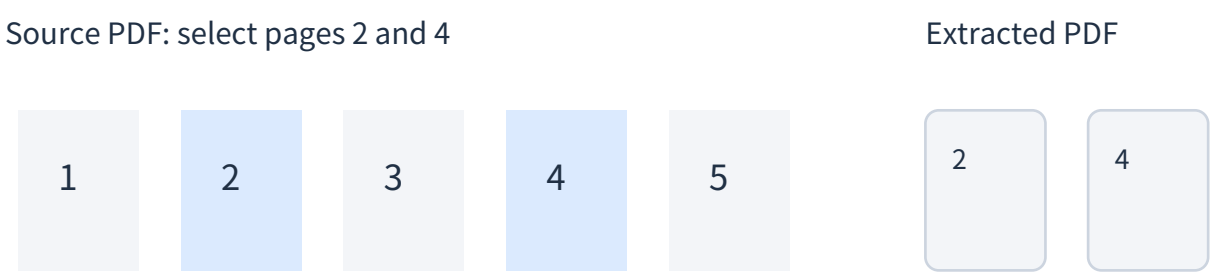
Drag pages to another split pane or another PDF. In tab view, hover over the destination tab to open it, then drop into its page list.

In the page list use Ctrl+X/C/V or right-click to cut, copy or paste after the current page. A cut takes effect on paste.

Ctrl+Z and Ctrl+Y work in the page list. Undo/redo of a move affects both PDFs. Transfers are refused if internal links cross the selection boundary or selected pages contain form fields.

Move relocates selected pages as a block in their original order. Enter their first position after moving. Deletion must leave at least one page.

Insert blank page adds a blank immediately after the clicked page, matching its displayed size. From Pages it follows the current page. Insert PDF selects a source range and position. Pages also offers rotation. Ctrl+Z undoes.



Pages: margins, skew and perspective

Correct scans and crop margins

In Pages > Fully automatic correction, choose deskew only, through centering, or through cropping. All pages are processed. Ctrl+Z undoes the whole operation. Cropping targets 5 mm margins.

In Crop margins, drag the box or enter Margin to keep and click Set margins automatically. Adjust odd and even pages separately and copy boxes with the arrows. Clear Match page sizes to crop proportionally.

Correct page orientation

Use the 90-degree or 180-degree rotations under Pages. Select target pages in the sidebar.

Correct a small skew

In Pages > Rotation / deskew, select the scope and click Estimate skew. Automatic estimation (±12 degrees) is selected by default. Adjust up to ±15 degrees manually. The original page size is kept by default. Enable page expansion if needed and check the preview.

OCR is not required. Automatic estimation may be unsuitable for vertical writing, photos or figures. Review the result and use Ctrl+Z or manual adjustment as needed.

Fine-angle correction is restricted on pages with annotations, links or form fields. Save as preserves the original document.

Center page content

In Pages > Center page content, select the scope and click Detect content. Toggle After to compare before applying. The paper size stays the same.

Correct perspective in a photograph

Pages > Perspective correction edits the current page. Drag its four handles to the document corners in top-left, top-right, bottom-right, bottom-left order. Choose the page size and 150/300/600 dpi, preview, then apply.

Preview again after changing corners or settings. The page becomes an image and loses text objects, links and editable annotations. Ctrl+Z undoes it. Pages with form fields are not supported. Use Save as to preserve the original.

Annotations: highlight and redact

Highlight text

Choose Annotations > Highlight text, or press Ctrl+H, then drag over the text to mark.

Choose Underline or Strikeout from Annotations or the Tool selector and drag over text. To remove marks, select text and choose Annotations > Remove selected text marks.

Redact content

Choose Redact selected text in the tool selector and drag across text, or choose Redact rectangle and drag an area, then confirm. You can also select text in Copy text mode and choose Annotations > Redact selected text. Redaction removes the selected content and fills the area with black.

Use Save as to keep the original and review the resulting PDF. Ctrl+Z can undo edits within the current undo history.

Annotations: comments, styles and list

Choose markup colors and widths

Highlight color, Underline color and width, and Strikeout color and width in Annotations set defaults for new marks. Opacity is also adjustable, and these settings persist across sessions.

The Select color button displays the current color as its background, with black or white text for readability. Buttons inside the color dialog keep their standard appearance. The same applies to text notes, math notes and sticky comments.

Double-click an existing mark, choose Edit annotation from its context menu, or use Edit in the right list to change its color and width. Standard marks from other PDF apps are included. To change the text range, remove and redraw the mark.

Read and create sticky comments

A hand cursor appears over a sticky-note icon. In Copy text or Hand mode, click it to open the comment editor. Sticky comments are a separate PDF annotation type from text boxes.

Choose Add sticky comment in Annotations or the Tool selector and click a page. Enter the content, author and color, then confirm. Hover over its icon for a hand cursor and click to edit it. Right-click or use Edit in the list for the same action.

Use the right annotation sidebar

Toggle the panel with F10, the Annotations button beside Sidebar, or the View/Annotations menus. This panel is independent of the left page/bookmark sidebar and appears on the right. It is closed by default and closes when a document without annotations is opened. Close hides it.

Enable View > Automatically hide annotations in full screen to hide the list in full screen. Move to the right edge to reveal it over the document; move away to hide it again. It stays visible while you use it or its menus. The preference is saved, and normal docking returns on leaving full screen.

The list shows page, type, content and author; type in the filter field to narrow it. Select a row to navigate, outline the annotation and read its full text below. Notes, math notes and shapes are included. Supported types can be edited, and annotations can be deleted. Locked or read-only annotations cannot be changed.

Use Ctrl+Z to undo, Ctrl+Y to redo, and Ctrl+S to save. Edits are reflected in split views and other views of the same document.

Annotations: text notes

Write a note

Copy text and press Ctrl+V over a PDF to create a new note directly. Formatting from web pages, Word or Excel is removed; text, line breaks and tabs are retained. No note dialog is required.

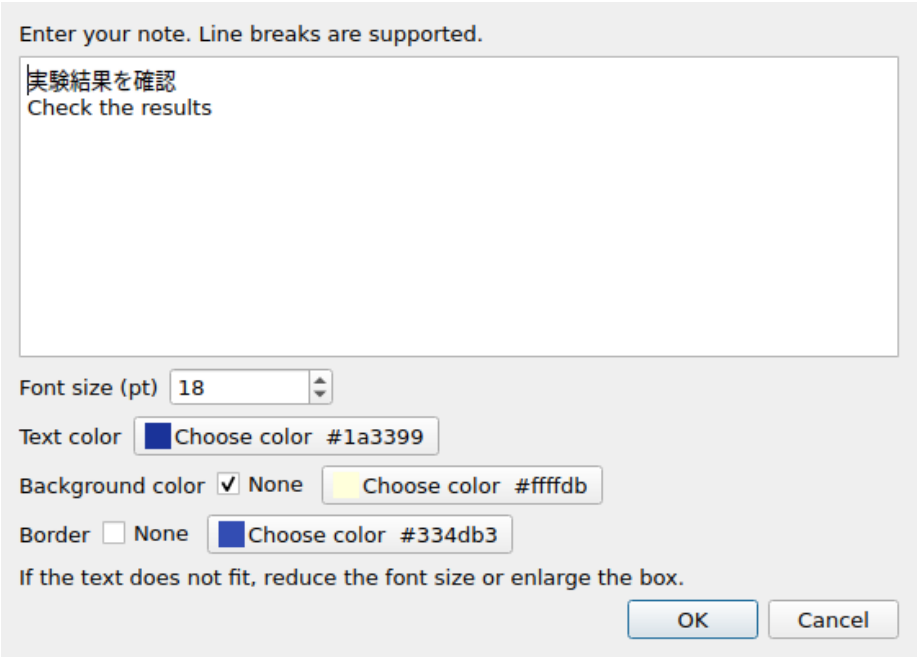
Choose Add note, drag its rectangle and enter text. Set font size, text color, background and border.

Annotations > Note format saves the default size, text color, background and border when no text note is selected. With a note selected, it formats that note. Defaults persist across restarts. Background and border can be disabled.

Change an existing note

Double-click a note to edit its text or colors. In Copy text mode, click to select it, drag its body to move it, or drag a corner handle to resize. The context menu also opens its editor.

An open hand marks the body; a closed hand appears while moving. A diagonal arrow marks a resize corner. Delete removes the selected note. Save your changes.



Annotations: math notes

Create a formula from LaTeX

Choose Annotations > Add math note. Enter a LaTeX formula, review its preview and choose size and color. OK inserts it. To choose its position and size, select Add math note in the tool selector and drag a rectangle before entering the formula. It fits inside while preserving its aspect ratio. No TeX installation or network connection is required.

Examples: \frac{a}{b} for a fraction; \int_0^1 x^2 dx for an integral; \begin{pmatrix}a&b\\c&d\end{pmatrix} for a matrix. Optional $...$ or \[...\] delimiters are accepted.

Edit formulas after saving

Annotations > Math note format saves the default size and text color when no math note is selected. With a math note selected, it formats that note. Defaults persist across restarts.

In Copy text mode, click the formula to select it. Drag its body to move it or a corner to resize proportionally. Double-click or use right-click > Edit math note to change its source. Delete removes the selected formula. These controls also work after reopening the PDF.

Formulas are saved as vectors. A subset of mathematical LaTeX is supported; full document typesetting and arbitrary package loading are unavailable (only a bm declaration is accepted). Invalid input is reported in the preview area.

Use bold italic symbols

Use \bm{x} or \bm{\alpha} for bold math symbols. \boldsymbol{x} also works; \mathbf{x} uses upright bold letters.

No package declaration is needed. A leading \usepackage{bm} is accepted as a compatibility declaration; it does not load the bm package. Other arbitrary packages are not supported.

Shapes: draw and edit

Draw an ellipse, rectangle or line

Choose a type under Shapes and drag on the page. Shape color and line width saves defaults when no shape is selected, or changes the selected shape. Defaults persist across restarts.

Move or resize saved shapes

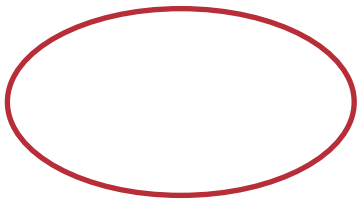
In Copy text mode, click a shape to select it. Drag its body (hand cursor) to move it or a corner (diagonal arrow) to resize it. Lines have endpoint handles.

The same controls work after saving and reopening the PDF.

Change a selected shape or delete it

Right-click a shape for Shape color and line width or Delete. Double-clicking a shape also opens its stroke settings.

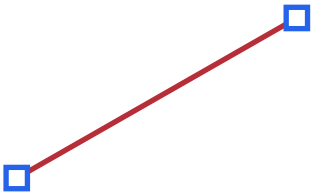
Delete removes a selected shape. Ctrl+Z / Ctrl+Y undo and redo. Save after editing.



Body: move



Corners: resize



Ends: length/direction

Bookmarks: remember a location

Remember a location

Ctrl+B adds a bookmark. Use the selector above the sidebar tree to sort by page, title or creation order while keeping hierarchy. Creation order means the original PDF outline order.

Hover over a bookmark to see its full name. Right-click a bookmark to delete, edit or create one. Edit changes its title and destination page. Sorting changes only the display, not the PDF outline order.

The recent-file menu shows five documents. Page positions and view settings are retained for six months after a document is last opened. File controls history visibility and whether previous documents reopen at startup.

View: read and navigate

Toolbar layout

The top row groups Open, Save, Print, Undo, Search and the drag tool selector. Split view and Arrange documents are also here.

Drag the sidebar's right boundary to resize either the page list or bookmarks. The lower row groups page navigation, zoom, fit width / page, display mode, sidebar and full screen. In a narrow window, use the arrow at the toolbar edge for hidden controls.

The bottom bar keeps page information and zoom at the right; save and voice messages appear at the left. Hover over a note or shape to see a hint for that object. If the current mode cannot edit it, the hint names the mode to choose. The hint disappears when you move away.

Navigate pages

View > Thumbnails shows page previews and numbers in the main area. Select and drag multiple pages, including pages from other documents. Dropping a PDF inserts all its pages. Double-click a preview to open that page in the previous display mode. Fit width and Fit page are disabled in thumbnail mode.

Drop image files between pages to insert one new page per image. In thumbnail mode, Ctrl+V (Edit > Paste) inserts a clipboard image after the selected page. Consecutive images can be undone together with Ctrl+Z.

Select 100/150/200/300/400/600/800% of thumbnail area using the percentage selector or View menu. Zoom buttons also step the size. Drop a PDF at the blue marker between sidebar pages or thumbnails to insert its pages there.

Enter numbers in the field after Page. Its upper arrow goes to the preceding page (-1); its lower arrow goes to the next page (+1). The page field fits four or more digits. Use the ← / → buttons, the sidebar or paging keys. Ctrl+Home jumps to the document start; Ctrl+End to its end.

Under View or in the lower toolbar, choose single-page, continuous scrolling or two-page view. F11 toggles full screen; Esc leaves it. F9 shows or hides the sidebar.

In two-page view, arrow keys move one page; PgUp/PgDn move two. For right-to-left reading, Left advances and Right goes back. Up goes back and Down advances.

The toolbar Swap left and right button appears only in two-page modes. It reverses the display order, remembered per document. PDF reading-direction metadata or vertical text sets the initial order. Use the button for image-only scans or a different preference. PDF page order is unchanged.

Open a link

In Copy text mode, click a PDF link to open a web page in the default browser or an email address in the default mail app. Internal links jump to their destination. Hover to see a hand cursor and destination. Drag to select text.

View: hand tool, history and labels

Pan a page

Choose Hand tool in the tool selector or View menu, then drag the page to pan horizontally and vertically. This is useful when zoomed in. Click a link to open it, or drag to pan.

The tool dropdown shows all items at once. It records your choices and ranks frequently selected tools when reopened. Ties follow the original order. Menu and shortcut choices also count. Counts are saved across documents and sessions. Automatic changes during document restoration or editing do not count.

Go back and forward

Use Previous view and Next view in View, or Back and Forward in the lower toolbar, or press Alt+Left and Alt+Right. The page, scroll position, zoom and display mode are restored. History works with voice off and belongs to the active pane in split view.

Navigating elsewhere after going back starts a new history branch. Editing the document resets the history in its views.

Navigate by page label

When a PDF has page labels, a Label caption and input field appear beside the physical page number. The two fields use compact widths suited to their purpose. Enter a label such as ii or 1 and press Enter to navigate. A duplicate label selects its first page. The original page-number field addresses the physical position from the start of the PDF.

Labels also appear in the sidebar, thumbnails and bottom page information. This feature displays existing labels.

View: full screen and pointer

Full-screen toolbar

Check Auto-hide in the full-screen toolbar to hide it shortly after moving the mouse into the document. Move the pointer to the top edge to show it again. It stays visible while you use the toolbar or its menus. When Auto-hide is enabled, the toolbar overlays the document, so showing or hiding it does not change page zoom or position.

You can also set View > Auto-hide toolbar in full screen. The app remembers this preference. Clear the checkbox to keep the toolbar visible, or press Esc to leave full screen.

Use the laser pointer

Enable View > Use laser pointer in full screen, or check Laser pointer in the full-screen toolbar. Select Red or Green beside it, or under View > Laser pointer color. Both the preference and color are remembered.

A glowing dot appears over the document and its margins in full-screen single-page, two-page and scrolling views. Toolbars, menus and normal views use their usual cursors. The pointer is only a screen cursor and is not written into the PDF.

Window: tabs, splits and arrangement

Choose a document layout

At the top of Window, choose Separate windows, Tabs, Arrange side by side, Arrange top to bottom or Tiles. Only the current layout is selected. Switch directly between layouts; Arrange documents on the toolbar has the same options in the same order. Separate windows are staggered and have no tab bar. New PDFs follow the selected layout. The separate-window or tab choice is retained for the next launch.

Use Arrange documents in the top row, or Window, to arrange documents side by side, top to bottom or in tiles. Drag a document title onto another title to swap their positions. Close a document using the × at the top right of its menu bar (same as Ctrl+W). The close button stays to the right of menu overflow.

Tabs gathers the documents into one window. Arrangements support two to four documents. A fifth document switches to tabs with a status message. If startup reopening is enabled, the layout is restored.

Split a document

Choose Split top / bottom or Split left / right from the top-row Split view button, or from Window, to display one document in two panes. Each pane has its own page position and zoom. Top / bottom split shows a status bar in both panes and initially gives equal document heights. Drag the divider to change the proportions.

Both panes inherit the current view when split. Choose Close split view, or the same split again, to merge, retaining the last focused pane’s view.

Add or close a view

Move to a separate window, or drag a tab/document name outside, to detach. Drop a tab or document frame title on another window to join it. Move a separate window by its title bar and release over a blue-highlighted target; this moves all its tabs. Documents use the target layout; arrangements over four documents switch to tabs. Open another view adds a shared view. Close this tab / window closes the current view. In top / bottom split, use Split pane controls for the lower pane.

Voice: commands and settings

Start, stop and language

Choose Voice > Enable voice control, or click Voice OFF on the toolbar. Commands work as soon as loading completes. Say stop or click again to stop. Voice is off at startup.

Select an installed language under Voice > Speech language or on the toolbar while voice is off. Auto uses the UI language when its model is installed, otherwise English. Your choice is saved. English is required; choose optional languages in Setup. Run Setup again to add or remove models.

Page and document commands

Say next or back (also previous) to move. Continuous mode scrolls by 85% of the viewport, preserving 15% overlap; other modes move by page. Top and end go to the document start and end.

Say two hundred fifteen or page two hundred fifteen to select page 215. Switch selects the next document; document two selects document 2. Split views use the selected pane. Help > Voice commands, below Keyboard shortcuts, lists commands for the selected speech language. Both reference windows allow continued use of the app. An English command table is at the end of this guide. Additional languages accept digit-by-digit numbers; use this form for Hindi.

Return to a reading position

Say return to revisit the previous reading position. Unlike back / previous, this follows reading history. While voice is on, jumps and settled scrolling positions are recorded without a count limit, including document changes. Repeat return to go farther back. Closed views are skipped. Turning voice off clears this session history.

Using other applications

Enable Voice > Accept voice commands while using other apps to control the last selected document or pane while typing in Excel or another app. Switching documents also preserves the other app’s focus. This option is off by default and is saved.

If the target is closed, select another document. Commands pause in save or settings dialogs. The reference windows do not pause commands. Audio is processed locally without recording or transmission.

If recognition is unreliable

Speak a little more slowly and separate commands. Recognized words appear in the status bar. Accuracy depends on the microphone and environment. Try another microphone or adjust available Windows input volume and audio enhancements, such as Voice Clarity; options vary by device.

Help: settings, updates and guidance

Views and language

Choose one of 21 languages, including Latina, under Help > Language and click Restart. File controls recent-file visibility and startup reopening.

Open remembers the last PDF folder. If a previously accessible file is unavailable, select it again using Open when access is restored.

Check for updates

Help > Check for updates checks the official package links. If a newer version exists, you can choose whether to open the distribution page in your default browser. Download the ZIP from that page. No update is downloaded or installed automatically.

A message also reports no newer version or a failed check. This manual command sends no PDF or password. The link in About yoshinoPDF also opens the official website.

Download and install

1. Download yp_1.4.24.zip from https://yoshinograph.jpn.org/yp/. Right-click the ZIP and choose Extract All.

2. Run yoshinoPDF-1.4.24-Setup.exe from the extracted folder. Before updating, close all yoshinoPDF windows.

3. Follow the installer prompts to choose the destination and any additional speech languages. Internet access is needed on first installation or when required files are missing.

Uninstall

Close yoshinoPDF. In Windows 11, open Settings > Apps > Installed apps, then choose Uninstall from the menu beside yoshinoPDF. In Windows 10, select yoshinoPDF in Settings > Apps > Apps & features and choose Uninstall.

Default PDF app

To choose which app opens PDFs when double-clicked, use Windows Settings > Apps > Default apps.

If you need help

Use Fit page if the display is too large. Window switching restores document navigation keys while preserving text input in search and other editable fields. Ctrl+Z undoes changes.

Reopen this guide under Help > User guide. Keyboard shortcuts and Voice commands follow it. Both list commands and functions and stay open while you use the app. Find licenses and corresponding source information under Help > Licenses and source code. Check the version in Help > About yoshinoPDF and include it when reporting a problem.

Keyboard shortcuts

Key behavior depends on the selected area and display mode. The same reference is available from Help in the app.

Key	Function
Ctrl + B	Bookmark current page
Ctrl + C	Copy
Ctrl + F	Find
Ctrl + H	Drag to highlight
Ctrl + N	New blank PDF
Ctrl + O	Open
Ctrl + P	Print
Ctrl + Q	Quit application
Ctrl + S	Save
Ctrl + V	Paste
Ctrl + W	Close this tab / window
Ctrl + X	Cut
Ctrl + Y	Redo
Ctrl + Z	Undo
Ctrl + Shift + S	Save as
Ctrl + +	Zoom in
Ctrl + -	Zoom out
Ctrl + Home	Go to the document start
Ctrl + End	Document end
Ctrl + Enter	Find
F3	Next match
F9	Sidebar
F10	Annotations
F11	Full screen
Shift + F3	Previous match
Alt + F4	Close window
Alt + ←	Previous view
Alt + →	Next view
Enter	Find
Space	Next
Ctrl + Space	Previous
PgUp	Previous
PgDn	Next
←	Previous
→	Next
↑	Previous
↓	Next
Delete	Delete
Backspace	Delete
Esc	Leave full screen / close search / clear selection

Space moves forward and Ctrl + Space moves back. These keys move one page in single-page and thumbnail views, two pages in two-page view, and 85% of the viewport in continuous scroll. Text fields keep their own keys. PgUp / PgDn move by two pages in two-page view. Left / right directions reverse in right-to-left spreads.

Voice command reference

Enable voice control before speaking. Use English as the speech language for these commands. Numbers below are examples; replace them with your page or document number.

Command	Action
next	Move forward
back / previous	Move backward
return	Return to the previous reading position
top	Go to the document start
end	Go to the document end
two hundred fifteen	Go to page 215
page two hundred fifteen	Go to page 215
switch	Switch to the next document
document two	Select document 2
stop	Turn voice control off and stop the microphone

In continuous mode, next and back / previous scroll by 85% of the viewport, leaving 15% overlap. In other modes they move by page. The page prefix is optional. No wake word is needed. Stop turns voice control off.