
OrCAD Capture Quick Reference

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Shortcut Keys

Shortcut keys

In addition to providing menu access keys for menu commands, Capture provides shortcut keys for miscellaneous actions, such as scrolling across an editor's window. An example of an access key is ALT, E, T for the Cut command on the Edit menu. Shortcut keys include CTRL keys (like CTRL+DELETE to delete), Single letter keys (like P to place a part), and function keys (like F4 to repeat a command).

Note: The description of each menu command includes keyboard, mouse, and other shortcuts.



Many shortcuts are available while you use another command. For example, you can use I and O to zoom in and out while you move and place objects.



You can run PSpice simulations from your Capture environment by pressing the F11 function key. Also, you can view the simulation results for the currently active profile by pressing the F12 function key.

All Capture windows

Key	Mouse click equivalent
ALT+F4	Exit
ALT, F, X	Exit
ALT, SPACEBAR, C	Exit
F1	Help

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Shortcut Keys

Text editor

Key

CTRL+F4

Mouse click equivalent

If you attach a VHDL file to a hierarchical block and descend the hierarchy, you will end up within the VHDL file. Use this shortcut to close the file and return to the top level of the schematic

Schematic page editor

Key

CTRL+A

A

D

B

E

F

G

J

N

P

T

W

Y

X

F7

F8

F9

CTRL+SHIFT+A

Mouse click equivalent

Select All

Ascend hierarchy

Descend hierarchy

Place bus

Place bus entry

Place power

Place ground

Place junction

Place net alias

Place part

Place text

Place wire

Place polyline

Place No connect symbol

Record macro

Play macro

Configure macro

Add part(s) to group

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Shortcut Keys

CTRL+SHIFT+R Remove part(s) from group

Note: Select a component on the schematic page and press SHIFT+S to place components directly from your Capture schematic design to Allegro PCB Editor.

Part editor

Key	Mouse click equivalent
CTRL+B	Previous part
CTRL+N	Next part

Property editor

Key	Mouse click equivalent
CTRL+B	Gives focus to the Filter by drop-down list
CTRL+D	Opens the Display Properties dialog box to edit properties for a selected cell
CTRL+E	Edit properties
CTRL+F	Finds a character or search string
CTRL+L	Deletes a property (cell value)
CTRL+N	Adds a new column or row
CTRL+P	Applies a change made
DELETE	Delete a character
CTRL+Z	Undo
CTRL+C	Copy
CTRL+V	Paste
CTRL+X	Cut
Page-Up/CTRL+<Up Arrow>	Go to the first cell in a column

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Shortcut Keys

Page-Down/CTRL+<Down Arrow>	Go to the last cell in a column
CTRL+<Left Arrow>	Go to the first cell in a row
CTRL+<Right Arrow>	Go to the last cell in a row
Esc	Undo edit in the selected cell
SHIFT+<Arrow key>	Select
CTRL+Home	Go to the beginning (top left corner) of the spreadsheet
CTRL+End	Go to the end (bottom right corner) of the spreadsheet
CTRL+F2	Select the contents of a cell
CTRL+F4	Close the spreadsheet
CTRL+F6	Works like CTRL+Tab to switch to the other open windows

Schematic page and part editors

Key	Mouse click equivalent
CTRL+C	Copy
CTRL+E	Edit properties
CTRL+F	Find
CTRL+G	Go to
CTRL+P	Print
CTRL+R	Rotate
CTRL+S	Save
CTRL+T	Cursor snap to grid (identical to the Preferences dialog box Grid display tab option).
CTRL+V	Paste
CTRL+X	Cut
CTRL+Y	Redo

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Shortcut Keys

CTRL+Z	Undo
F4	Repeat
DEL	Delete (Design and Edit menus)
DELETE	Delete (Design and Edit menus)
BACKSPACE	Delete (Design and Edit menus)
ENTER	Double-click left mouse button
ESCAPE	Deselect all and switch to selection tool (arrow pointer)
SPACE	Click left mouse button
UP ARROW	Move 1 grid up (grid on) or 0.1 grid up (grid off)
DOWN ARROW	Move 1 grid down (grid on) or 0.1 grid down (grid off)
LEFT ARROW	Move 1 grid left (grid on) or 0.1 grid left (grid off)
RIGHT ARROW	Move 1 grid right (grid on) or 0.1 grid right (grid off)
CTRL+UP ARROW	Snap pointer to nearest grid and then move 5 grids up
CTRL+DOWN ARROW	Snap pointer to nearest grid and then move 5 grids down
CTRL+LEFT ARROW	Snap pointer to nearest grid and then move 5 grids left
CTRL+RIGHT ARROW	Snap pointer to nearest grid and then move 5 grids right
PAGE UP	Pan up
PAGE DOWN	Pan down
CTRL+PAGE UP	Pan left
CTRL+PAGE DOWN	Pan right
F5	Redraw
C	Center the view at the pointer's current position
H	Mirror horizontally
I	Zoom in

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Shortcut Keys

O	Zoom out
R	Rotate
V	Mirror vertically
B	Begin a wire, bus, or polyline (corresponding tool active)
E	End a wire, bus, or polyline (corresponding tool active)

Session log

Key	Mouse click equivalent
CTRL+DEL	Clears the session log
CTRL+DELETE	Clears the session log

Note: When an error or warning message displays in the session log, you can find the help topic for that particular error or warning by putting your cursor in the line containing the error/warning and pressing the F1 key.

Text boxes

Key	Mouse click equivalent
BACKSPACE	Delete the selected text
DEL	Delete the selected text
DELETE	Delete the selected text
CTRL+C	Copy the selected text to the Clipboard
CTRL+V	Paste the Clipboard content
CTRL+X	Cut the selected text to the Clipboard
CTRL+Z	Undo the last edit
DOUBLE CLICK	Select the word and any following space
SHIFT+CLICK	Extend selection from the insertion point to cursor

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Shortcut Keys

CTRL+RIGHT ARROW	Jump right one word
CTRL+LEFT ARROW	Jump left one word
HOME	Jump to the beginning of the line
END	Jump to the end of the line
CTRL+HOME	Jump to the beginning of the text box
CTRL+END	Jump to the end of the text box
SHIFT+HOME	Extend selection from the insertion point to the beginning of the multiple-line text box
SHIFT+END	Extend selection from the insertion point to the end of the multiple-line text box

Browse spreadsheet editor









Key	Mouse click equivalent
CTRL+C	Copy a value from a cell in the Browse spreadsheet editor
CTRL+V	Paste the Clipboard contents onto another cell in the Browse spreadsheet editor
CTRL+INSERT	Copy a value from a cell in the Browse spreadsheet editor and paste it onto a cell in Microsoft Excel worksheet
SHIFT+INSERT	Paste a value copied from Microsoft Excel onto a cell in the Browse spreadsheet editor

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Shortcut Keys











The Capture Toolbar



Tool	Name	Description
	New document	Creates a new document based on the active document. Similar to the New command on the File menu.
	Open document	Opens an existing document based on the active document. Similar to the Open command on the File menu.
	Save document	Saves the active schematic page or part. Equivalent to the Save command on the File menu.
	Print	Prints the active schematic page or part. Equivalent to the Print command on the File menu.
	Cut to clipboard	Removes the selected object and places it on the Clipboard. Equivalent to the Cut command on the Edit menu.
	Copy to clipboard	Copies the selected object to the Clipboard. Equivalent to the Copy command on the Edit menu.
	Paste from clipboard	Pastes the contents of the Clipboard at the cursor. Equivalent to the Paste command on the Edit menu.
	Undo	Undoes the last command performed. Equivalent to the Undo command on the Edit menu.








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The Capture Toolbar

	Redo	Redoes the last command performed. Equivalent to the Redo command on the Edit menu.
	Most recently used	Displays the most recently placed part name in the drop-down list. Capture automatically adds part names as you select them from the Place Part dialog box. Select from the list to place parts again later.
	Zoom in	Zooms in to present a closer, enlarged view. Equivalent to the In command on the Zoom menu (on the View menu).
	Zoom out	Zooms out to present more of your document. Equivalent to the Out command on the Zoom menu (on the View menu).
	Zoom to region	Specifies an area of the schematic page or part to enlarge to fill the entire window. Equivalent to the Area command on the Zoom menu (on the View menu).
	Zoom to all	Views the entire document. Equivalent to the All command on the Zoom menu (on the View menu).
	Annotate	Assigns part references to parts on the selected schematic pages. Equivalent to the Annotate command on the Tools menu.
	Back annotate	Back annotates the selected schematic pages. Equivalent to the Back Annotate command on the Tools menu.
	Design rules check	Checks for design rules violations in the selected schematic pages. Equivalent to the Design Rules Check command on the Tools menu.
	Create netlist	Creates a netlist from the selected design. Equivalent to the Create Netlist command on the Tools menu.

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The Capture Toolbar









	Cross reference	Creates a cross reference report of the selected schematic pages. Equivalent to the Cross Reference command on the Tools menu.
	Bill of materials	Creates a bill of materials report from the selected schematic pages. Equivalent to the Bill of Materials command on the Tools menu.
	Snap to grid	Turns snap to grid on and off. Equivalent to selecting the Pointer snap to grid option in the Grid Display tab of the Preferences dialog box (accessed by choosing Preferences from the Options menu).
	(Area Select - Intersecting)	<p>Area Select - Fully Enclosed Vs Intersecting</p> <p>If the button is in the Intersecting mode state then the objects are selected when the selection area border intersects them. Otherwise, the objects are selected only when they are completely enclosed in the selection area. This is equivalent to selecting the Area Select options under the Select tab in the Preferences dialog box.</p> <p>Note: If the button is in the Enclosed mode state, then make sure that the object along with its name and number are enclosed in the selection area. Otherwise, the object does not get selected.</p>
	(Area Select - Fully Enclosed)	
	Project manager	Displays a project manager window for the active document, providing an overview of project contents. Equivalent to choosing a project manager window by number from the Window menu.
	Help	Displays the online help. Equivalent to the Help Topics command on the Help menu.

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The Capture Toolbar


The Schematic Page Editor Tool Palette



Tool	Name	Description
	Selection	Selects objects. This is the normal mode.
	Part	Selects parts from a library for placement. Equivalent to the Part command on the Place menu.
	Wire	Draws wires. SHIFT allows any angle drawing. Equivalent to the Wire command on the Place menu.
	Net alias	Places aliases on wires and buses. Equivalent to the Net Alias command on the Place menu.
	Bus	Draws buses. SHIFT allows any angle drawing. Equivalent to the Bus command on the Place menu.
	Junction	Places or deletes junctions. Equivalent to the Junction command on the Place menu.
	Bus entry	Draws bus entries. Equivalent to the Bus Entry command on the Place menu.
	Power	Places power symbols. Equivalent to the Power command on the Place menu.










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The Schematic Page Editor Tool Palette

	Ground	Places ground symbols. Equivalent to the Ground command on the Place menu.
	Hierarchical block	Places hierarchical blocks. Equivalent to the Hierarchical Block command on the Place menu.
	Hierarchical port	Places hierarchical ports on schematic pages. Equivalent to the Hierarchical Port command on the Place menu.
	Hierarchical pin	Places hierarchical pins in the selected hierarchical block. Equivalent to the Hierarchical Pin command on the Place menu.
	Off-page connector	Places off-page connectors. Equivalent to the Off-Page Connector command on the Place menu.
	No connect	Places no-connect symbols on pins. Equivalent to the No Connect command on the Place menu.
	Line	Draws lines. Equivalent to the Line command on the Place menu.
	Polyline	Draws polylines. SHIFT allows any angle drawing. Equivalent to the Polyline command on the Place menu.
	Rectangle	Draws rectangles. SHIFT constrains the shape to a square. Equivalent to the Rectangle command on the Place menu.
	Ellipse	Draws ellipses. SHIFT constrains the shape to a circle. Equivalent to the Ellipse command on the Place menu.
	Arc	Draws arcs. Equivalent to the Arc command on the Place menu.
	Text	Places text. Equivalent to the Text command on the Place menu.

Part Editor Tool Palette



Tool	Name	Description
	Selection	Selects objects. This is the normal mode.
	IEEE symbol	Places IEEE symbols on a part. Equivalent to the IEEE Symbol command on the Place menu.
	Pin	Places pins on a part. Equivalent to the Pin command on the Place menu.
	Pin array	Places multiple pins on a part. Equivalent to the Pin Array command on the Place menu.
	Line	Draws lines. Equivalent to the Line command on the Place menu.
	Polyline	Draws polylines. SHIFT allows any angle drawing. Equivalent to the Polyline command on the Place menu.
	Rectangle	Draws rectangles. SHIFT constrains the shape to a square. Equivalent to the Rectangle command on the Place menu.
	Ellipse	Draws ellipses. SHIFT constrains the shape to a circle. Equivalent to the Ellipse command on the Place menu.
	Arc	Draws arcs. Equivalent to the Arc command on the Place menu.

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Part Editor Tool Palette



Text

Places text. Equivalent to the Text command on the Place menu.
