

SHORTCUT KEY COMMANDS FOR KERNING, TRACKING, LEADING

INCREASE KERNING/TRACKING:

Option+Right Arrow Key

(Option+Command+Right Arrow key for larger increments)

DECREASE KERNING/TRACKING:

Option+Left Arrow Key

(Option+Command+Left Arrow key for larger increments)

INCREASE SPACE BETWEEN WORDS:

Control+Option+Command+\

(Shift+Option+Command+\ for larger increments)

DECREASE SPACE BETWEEN WORDS:

Option+Command+Delete

(Shift+Option+Command+Delete for larger increments)

INCREASE LEADING:

Option+Down Arrow

(Option+Command+Down Key for larger increments)

DECREASE LEADING:

Option+Up Arrow

(Option+Command+Up Arrow Key for larger increments)

UNDER INDESIGN PREFERENCES:

Composition >> H&J Violations >> to see areas that need adjusting

Units & Increments >> Kerning and Tracking >> set it to 1/1000 em for more control

Command + Option + q resets all manual spacing adjustments that have been made to your text.