

Hotkey Cheat Sheet

For the most frequently used tools and function

Toggle Enable / Disable Hotkeys

Show Hotkey Cheat Sheet

Select Note Input of Column 1, 2,...

*
$$\left(\begin{array}{c} \\ \\ \\ \end{array}\right) + \left(\begin{array}{c} \\ \\ \end{array}\right)$$
 , $\left(\begin{array}{c} \\ \\ \end{array}\right)$.

Toggle "Show authors of notes"

Toggle "Show notes of other users"

Toggle "Column visibility for me"

*
$$\left[\begin{array}{c} \mathbb{X} \\ \text{cmd} \end{array}\right] / \left[\begin{array}{c} \\ \text{ctrl} \end{array}\right] + \left[\begin{array}{c} \\ \\ \end{array}\right]$$

Toggle "Raise / Lower Hand"

Toggle "Mark me as done"

Toggle Presenter Mode

Show Board Settings

Toggle Voting Menu

Toggle Timer Menu

Set Timer for 1, 2,... minutes

*For windows user

$$\mathbb{H}$$
 = \mathbb{H} , \mathbb{V} option = \mathbb{H}