| Shortcuts | | |
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# Shortcuts

**Task List view**

* F2: rename
* F4: show tooltip
* F5: synchronize
* Alt + Down: go to next unread
* Alt + Up: go to previous unread
* Alt + Shift + C: mark complete (local tasks only)
* Alt + Shift + I: mark incomplete (local tasks only)
* Alt + Shift + R: mark as read
* Alt + Shift + U: mark as unread
* Esc: hide tooltip
* Enter: open task
* Insert: new local task
* Shift + Insert: new sub task
* Alt + N (Mac only): new local task
* Alt + Shift + N (Mac only): new sub task
* Ctrl+C: Copy details
* Ctrl+F: Find
* When dragging URLs to the Task List: in Mozilla/Firefox just drag, in Internet Explorer Ctrl+drag

**Task Editor**

* Alt + Shift + C: mark complete (local tasks only)
* Alt + Shift + I: mark incomplete (local tasks only)
* Alt + Shift + R: mark as read
* Alt + Shift + U: mark as unread

**General**

* Alt+click or Alt+RightArrow: show all children of an element in a focused view, then click to select. Hold down alt to keep drilling in, click on whitespace in view to show all root elements.
* Ctrl+Shift+Alt+RightArrow Quick Context View
* Ctrl+F9: activate task dialog
* Ctrl+Shift+F9: deactivate task
* Ctrl+F12: open task dialog
* Ctrl+Shift+F12: open repository task dialog

**Interest manipulation**

* Ctrl+Shift+Up: mark as landmark
* Ctrl+Shift+Down: mark less interesting

**Useful Eclipse shortcuts**

* Alt+Shift+Q, K: show *Task List* view
* Ctrl+F10: invoke view menu or ruler menu in editor

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