

## Procedure Window Shortcuts

To view text window keyboard navigation shortcuts, see [Text Window Navigation](#) on page II-51.

Action	<b>Shortcut (Macintosh)</b>	<b>Shortcut (Windows)</b>
To show the built-in procedure window	Press Command-M.	Press Ctrl+M.
To hide the active procedure file and cycle to the next	Press Command-Shift-Option-M.	Press Ctrl+Shift+Alt+M.
To cycle through the open procedure windows	Press Command-Option-M.	Press Ctrl+Alt+M.
To revisit a previously-viewed location	Press Cmd-Option-Left Arrow (Go Back) or Cmd-Option-Right Arrow (Go Forward).	Press Alt+Left Arrow (Go Back) or Alt+Right Arrow (Go Forward).
To get a contextual menu of commonly-used actions	Press Control and click in the body of the procedure window.	Right-click the body of the procedure window.
To execute commands in a procedure window	Select the commands or click in the line containing the commands and press Control-Return or Control-Enter.	Select the commands or click in the line containing the commands and press Ctrl+Enter.
To insert a template	Type or select the name of an operation, Control-click, and choose Insert Template.	Type or select the name of an operation, right-click, and choose Insert Template.
To get help for a built-in or external operation or function	Type or select the name of an operation, Control-click, and choose Help for <name> or choose Help→Help For <name>.	Type or select the name of an operation, right-click, and choose Help for <name> or choose Help→Help For <name>.
To view the definition of a user-defined function	Type or select the name of an operation, Control-click, and choose Go to <name> or choose Edit→Help For <name>.	Type or select the name of an operation, right-click, and choose Go to <name> or choose Edit→Help For <name>.
To find a procedure in the active procedure window	Click the navigation bar at the top of the procedure window.	Click the navigation bar at the top of the procedure window.
To find the definition of a procedure when you have selected an invocation of it	Control-click the selected invocation and choose “Go to <procedure name>” from the resulting contextual menu.	Right-click the selected invocation and choose “Go to <procedure name>” from the resulting contextual menu.
To find in the procedure window	Press Command-F.	Press Ctrl+F.
To find the same text again	Press Command-G.	Press Ctrl+G.
To find again but in the reverse direction	Press Command-Shift-G.	Press Ctrl+Shift+G.
To find the selected text	Press Command-E and Command-G.	Press Ctrl+H.

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Action	<b>Shortcut (Macintosh)</b>	<b>Shortcut (Windows)</b>
To find the selected text but in the reverse direction	Press Command-E and Command-Shift-G.  This shortcut can be changed through the Miscellaneous Settings dialog.	Press Ctrl+Shift+H.
To find a user-defined menu's procedure	Open any procedure window and press Option while selecting a user-defined menu item.	Open any procedure window and press Alt while selecting the user-defined menu item.
To select a word	Double-click.	Double-click.
To select an entire line	Triple-click.	Triple-click.
To save all modified standalone notebook files	When a notebook window is active, choose File→Save All Standalone Notebook Files.	When a notebook window is active, choose File→Save All Standalone Notebook Files.