# **Dorico 2.2 Key-Commands Cheat-Sheet** (english) v0.8

(\$ is a placeholder for a valid number)

## Write-Mode

Action	Shortcut
Cut (Scissors)	u
Extend Selection	û + Arrow
Extend Selection L/R to Prev/Next Bar	Ctr + 1 + ←/→
Move Item (by Grid-Setting)	Ctr + Alt + ←/→
Paste Current Selection	Alt + left-click
Shorten / Lengthen Duration	û + <mark>Alt</mark> + ←/→
Transpose Pitch Down / Up a Note	Alt + ↓/↑
Transpose Pitch Octave Down / Up	Alt + Ctr + ↓/↑
Goto Galley View	Ctr + Alt + 2
Goto Page View	Ctr + Alt + 1
Set Flat / Natural / Sharp	- / 0 / =
Respell Note Name Above / Below (enharmonic)	Alt + =/-
Create Marker	Alt + û + m
Cross-Staff Move Note Up / Down	n/m
De-/Increase Rythmic Grid Resolution	Alt + [/]

Action	Shortcut
Lengthen / Shorten Duration by Grid	Alt + û + ←/→
Lower / Higher Pitch by Chromatic Step	Alt + 1 + 1 + ↓/↑
Move Left / Right	Alt + ←/→
Move by Grid	Alt + Ctr + Arrow
Navigate Up / Down Next Stave	Ctr + ↓/↑

## **Input Modes and Actions during Input**

Action	Shortcut
Caret / Cursor Advance	Space
Delete Left	Backspace
Delete Right	Delete
Move Cursor Left / Right	←/→
Move Cursor Previous / Next Measure	Ctr + ←/→
Move Cursor Up / Down Staff	1/↓
Move Cursor to Top / Bottom Staff	Ctr + ↑/↓
Start Note Input	Enter
Start Note Input	î + n
Input unpitched notes, rests	у
Extend Selection Left / Right	<b>û</b> + ←/→
Next Voice	v
Repeat Item	r
Toggle Chord Input (bottom up)	q
Toggle Force Note Duration	o

	Action	Shortcut
	Toggle Grace Note / Slash	/ / Alt + /
	Toggle Lock Note Duration	1
	Toggle Note Input Mode	i
	Toggle Rests	,
	Toggle Tie	t
	Start Slur	S
	Stop Slur	1 + s
	Tuplet Popup / End Tuplet Input	;
	Enter Pitch A - B	a - g
	Enter Pitch X	X
	Enter Pitch 8ve higher	û + Alt + Pitch
	Enter Pitch 8ve lower	Ctr + Alt + Pitch
	Lock Note Durations	1
	Create Grace Note	/
	Create Slash Voice	t + Alt + v
	Create Voice	<u>î</u> + v
	Crescendo	1 + <
	Diminuendo	1 + >
•	Move Music to Staff Above / Below	Alt + n/m
٠	Next Voice	V
•	Rehearsal Mark	û + a
	Start Recording	Ctr + r
•	Retrospective Recording	Ctr + Alt + r

#### **Note Articulation**

Action	Shortcut
Accent Symbol	1
Marcato Symbol	•
Set Staccato-Tenuto articulation	~
Set Stress articulation	{
Staccatissimo Symbol	}
Staccato Symbol	]
Tenuto Symbol	#
Unstress Symbol	@

## Barline ( 1 + b)

Action	Shortcut
Bidirectional Repeat	: : ⇔ endstart
Create number of Bars	+ + number ⇔ number
Dashed Barline	: ⇔ dash
Delete number of Bars	- + number
Double Barline	⇔ double
End Repeat	:  ⇔ <mark>end</mark>
Final Barline	[] ⇔ fin
Normal Barline	⇔ <mark>single</mark>
Short Barline	, ⇔ <mark>short</mark>
Start Repeat	: ⇔ start
Tick Barline	'⇔ tick
Triple Barline	⇔ <mark>triple</mark>
Trim Flow	trim

## Clef ( 1 + c)

Action	Shortcut
4-string Tablature	tab4
6-string Tablature	tab6
Alto C	ca ⇔ <mark>alto</mark>
Baritone	baritone
Baritone bass	baritonebass
Bass F	f ⇔ bass
Bass F 15ba	f15ba ⇔ f15d
Bass F 15va	f15va ⇔ 15u
Bass F 8ba	f8ba ⇔ f8d
Invisible	invisible
Mezzo soprano	mezzo
Soprano G	soprano
Sub-Bass	subbass
Tenor C	ct ⇔ tenor
Treble G	$g \Leftrightarrow treble$
Treble G 15ba	g15ba ⇔ g15d
Treble G 15va	g15va ⇔ g15u
Treble G 8ba	g8ba ⇔ g8d
Treble G 8va	g8va ⇔ g8u
Unpitched Percussion	perc

## Dynamic ( 🕆 + <mark>d</mark> )

Action	Shortcut
Dynamics	pppppp to ffffff
Crescendo	< ⇔ cresc.
Diminduendo	> ⇔ dim. <>, ><, piu mp
Sforzando	sfz

## Hold / Pause ( ↑ + h )

Action	Shortcut
Breathmark	$, \Leftrightarrow breathmarkcomma$
Caesura	// ⇔ caesura
Curlew	curlew
Curved Caesura	caesuracurved
Fermata	fermata ⇔ fer
Long Fermata	longfermata
Long Henze Fermata	longhenzefermata
Salzedo Breathmark	breathmarksalzedo
Short Caesura	caesurashort
Short Fermata	shortfermata
Short Henze Fermata	shorthenzefermata
Thick Caesura	caesurathick
Tick Breathmark	breathmarktick
Very Long Fermata	verylongfermata
Very Short Fermata	veryshortfermata

## Lyrics ( 1 + 1)

Action	Shortcut
Add Elision	
Hard Space	û + Alt + Space
Hyphen in Word	Alt + -
Switch From Lyric to Chorus/Translation	Alt + ↓/↑
Switch Vers	↓/↑

## Ornament ( 1 + 0)

Action	Shortcut
Arpeggio (down)	arpdown
Arpeggio (up)	arp
Bracket	bracket
Glissando to Next Note (straight)	gliss
Glissando to Next Note (wavy)	glisswav
Inverted Mordent	invmor
Inverted Turn	invturn
Mordent	mor
Trill	tr + e.g. m / M / p / aug / dim + \$

Turn, Plop, Scoop(smooth), Lift, Doit(smooth), Fall(smooth), Flip, Smear, Shake, Jazzturn, Bend

e.g. <mark>turn</mark>

## Tempo ( 1 + t)

_	Action	Shortcut
-	Accelerando	accel
-	Ritenuto	rit
	Tempo Name	e.g. <mark>largo</mark>
	Tempo Name and Speed	e.g. <mark>largo q=50</mark>
-	Tempo Speed	e.g. <mark>q=50</mark>
-	Swing	e.g. <mark>med</mark>
	Swing change for selected	Alt + Enter

# Chord ( 1 + q )

Action	Shortcut
Move to next / previous Chord	<b>1</b> + ←/→
Move to next Bar	Tab
Move to next Beat	Space
Move to previous Bar	🛈 + Tab
Move to previous Beat	û + Space
Remove all enharmonic spelling override	î + Alt + s
Remove enharmonic spelling override	Alt + s

## Key Signature ( 1 + k )

Action	Shortcut
Major Key	C - B C# - Bb
Minor Key	c - h c# - bb
Number of Flats	<b>\$f</b> ⇔ <b>\$</b> b
Number of Sharps	\$s ⇔ <mark>\$#</mark>
Open / Atonal	open ⇔ atonal

# Playing Technique ( 1 + p)

Action	Shortcut
End Pedal	*
End Sostenuto	<b>s*</b>
End Unacorda	u*
Pedal	ped
Retake	^
Sostenuto	sost
Unacorda	unacorda

# Repeats ( 1 + r)

Action	Shortcut
Repeat Bars	<b>%\$,\$</b>
Repeat Bars (count \$)	<b>%\$</b>
Slash Region	slash
Temolo Z	Z
Tremolos	/ - ////
Tremolos between Notes	/2 - ////2
Tremolos Clear	0
D.C. al Fine / Coda	dcalf / dcalc
D.S. al Fine / Coda	dsalf / dsalc
D.C. / D.S.	dc / ds
To Coda / Segno / Fine / Coda	toc/s/f/c

## **Other Popups**

Action	Shortcut
Time Signature	<b>û</b> + <b>m</b>
Text	<u>î</u> + x
Fingering	û + <b>f</b>
Cue	<u>î</u> + u
Interval	î + i

#### **Note Duration**

Action	Shortcut
128th-note duration	Numpad 1
64th-note duration	Numpad 2
32nd-note duration	Numpad 3
Sixteenth-note duration	Numpad 4
Eighth-note duration	Numpad 5
Quarter-note duration	Numpad 6
Half-note duration	Numpad <mark>7</mark>
Whole-note duration	Numpad 8
Breve note duration	Numpad 9
Dotted Note(s)	
Multi-Dotted Note(s)	Alt + .

#### Mixer

Action	Shortcut
Deactivate All Mute States	Alt + u
Deactivate All Solo States	Alt + î + s
Mixer Window	F3

## **Setup Mode**

Action	Shortcut
Add Instrument to Player	û + i
New Flow	û + <b>f</b>
New Layout (Custom Score Layout)	1 + 1
New Player	û + p

## Play Mode

Action	Shortcut
Navigate	Ctr + [/]
Set Draw Tool	d
Set Erase Tool	e
Set Object Selection Tool	S
Zoom In / Out	z/x
Resize Track	î + g/h

## **Engrave Mode**

Action	Shortcut
Frame Break	î + <b>f</b>
Navigate to next Frame	Tab
Navigate to previous Frame	🛈 + Tab
Nudge (a little) alternative Mode	Alt + h/j/k/l
Nudge (add Ctr for a lot amount)	Alt + Arrow
System Break	î + s

#### Global

Action	Shortcut
Dorico Help	F1
Engrave Mode	Ctr + 3
Goto Bar	Ctr + g
Goto Bottom Pane	Alt + Enter
Goto Bottom Panel	Ctr + 8
Goto Left Panel	Ctr + 7
Goto Right Panel	Ctr + 9
Goto Toolbar	Ctr + 6
Goto Write Mode	Ctr + 2
Mixer Window	F3
Play Mode	Ctr + 4
Print Mode	Ctr + 5
Run Last Script	Alt + Ctr + û + r
Setup Mode	Ctr + 1
Transport Window	F2
View Full Screen	F11
Counterpart Layout	W
Hide All Panels	Ctr + 0
Engraving Options	Ctr + û + e
Layout Options	Ctr + û + 1
Playback Options	Ctr + û + p
Preferences	Ctr + ,

Shortcut
Alt + Ctr + f
Alt + Ctr + s
Ctr + d
h
Alt + z
Space
Ctr + -/=
Ctr + Alt + 0
Ctr + 🕆 + w
Ctr + n
Ctr + 1 + t
Ctr + o
Ctr + c
Ctr + x
Delete
Ctr + v
Ctr + y
Ctr + z

#### Tokens

## **Project Tokens**

Fieldname	Token
Arranger	{@projectarranger@}
Artist	{@projectartist@}
Composer	{@projectcomposer@}
Composer Dates	{@projectcomposerdates@}
Composition Year	{@projectcompositionyear@}
Copyist	{@projectcopyist@}
Copyright	{@projectcopyright@}
Dediction	{@projectdedication@}
Editor	{@projecteditor@}
Layout Name	{@layoutname@}
Lyricist	{@projectlyricist@}
Other Information	{@projectotherinfo@}
Page Count	{@pageCount@}
Publisher	{@projectpublisher@}
Subtitle	{@projectsubtitle@}
Title	{@projecttitle@}
Work Number	{@projectworknumber@}

#### **Flow Tokens**

Fieldname	Token
Arranger	{@flow%arranger@}
Artist	{@flow%artist@}
Composer	{@flow%composer@}
Composer Dates	{@flow%composerdates@}
Composition Year	{@flow%compositionyear@}
Copyist	{@flow%copyist@}
Copyright	{@flow%copyright@}
Dediction	{@flow%dedication@}
Editor	{@flow%editor@}
Flow Page Count	{@flowPageCount@}
Flow Page Number	{@flowPage@}
Flow <mark>%</mark> First Page	{@flow%FirstPage@}
Lyricist	{@flow%lyricist@}
Other Information	{@flow%otherinfo@}
Publisher	{@flow%publisher@}
Subtitle	{@flow%subtitle@}
Title	{@flow%title@}
Work Number	{@flow%worknumber@}
Flow Number	{@flownumber@}
Flow Duration	{@flow%duration@}

Note: % inbetween the tokens is a placeholder for flow-number (ex. {@flow3title@} is the title of the third flow). Also, you can write {@flowtitle@}.

#### **DateTime Tokens**

Note: If you insert project, the tokens will display the DateTime at which the project was last saved.

Fieldname	Token
Date	{@date@}
Year	{@dateyear@}
Year Short	{@dateyearshort@}
Month Name	{@datemonth@}
Month Short Name	{@datemonthshort@}
Month Number	{@datemonthnum@}
Day Name	{@dateday@}
Day Short Name	{@datedayshort@}
Day Number	{@datedaynum@}
Date (ISO8601)	{@dateymd@}
Month Day, Year	{@datemdy@}
Day Month Year	{@datedmy@}
Local Time	{@datetime@}
Time HHMM	{@datetimeHHMM@}
Time HHMMSS	{@datetimeHHMMSS@}
Hour (24-hour)	{@datetimehour24@}
Hour (12-hour)	{@datetimehour12@}
Minute	{@datetimeminute@}
Second	{@datetimesecond@}

#### **Other Tokens**

Fieldname	Token
Layout-name	{@layoutname@}
Page-number	{@page@}
Player-list	{@playerlist@}
Player-names	{@playernames@}
Layout Name	{@layoutname@}
Page Count	{@pagecount@}
Layout-number	{@layoutnumber@}