## Dorico 1.2 Key-Commands Cheat-Sheet (english) v0.3

### Write-Mode

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Transpose Down / Up a Note | Alt + ↓/↑ |
| Transpose Octave Down / Up | Alt + Ctr + ↓/↑ |
| Shorten/Lengthen Duration | ⇧ + Alt + ←/→ |
| Extend Selection Left / Right | ⇧ + ←/→ |
| Move Item (by Grid-Setting) | Ctr + Alt + ←/→ |
| Paste Current Selection | Alt + left-click |
|  |  |
| Goto Page View | Ctr + Alt + 1 |
| Goto Galley View | Ctr + Alt + 2 |
|  |  |
| Set Natural | 0 |
| Set Flat | - |
| Set Sharp | = |
|  |  |
| Respell Note Name Above (enharmonic) | Alt + = |
| Respell Note Name Below (enharmonic) | Alt + - |
|  |  |
| Cross-Staff Move Note Up / Down | n/m |

#### **Note Articulation**

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Accent Symbol | [ |
| Staccato Symbol | ] |
| Tenuto Symbol | # |
| Set Staccato-Tenuto articulation | ~ |
| Marcato Symbol | ' |
| Set Stress articulation | { |
| Staccatissimo Symbol | } |
| Unstress Symbol | @ |

#### **Barline** ( ⇧ + b )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Create number of Bars | +number |
| Delete number of Bars | -number |
| Normal Barline | | ⟺ single |
| Double Barline | || ⟺ double |
| Final Barline | |] ⟺ fin |
| Dashed Barline | : ⟺ dash |
| Tick Barline | ' ⟺ tick |
| Short Barline | , ⟺ short |
| Start Repeat | |: ⟺ start |
| End Repeat | :| ⟺ end |
| Bidirectional Repeat | :|: ⟺ endstart |

#### **Clef** ( ⇧ + c )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Treble G | g ⟺ treble |
| Bass F | f ⟺ bass |
| Tenor C | ct ⟺ tenor |
| Alto C | ca ⟺ alto |
| Treble G 8ba (or 15) | g8ba ⟺ g8d |
| Treble G 8va (or 15) | g8va ⟺ g8u |
| Bass F 8ba | f8ba ⟺ f8d |
| Bass F 15ba | f15ba ⟺ f15d |
| Bass F 15va | f15va ⟺ 15u |
| Unpitched Percussion | perc |
| 4 / 6-string Tablature | tab4 / tab6 |
| Baritone bass | baritonebass |
| Baritone | baritone |
| Mezzo soprano | mezzo |
| Soprano G | soprano |
| Sub-Bass | subbass |
| Invisible | invisible |

#### **Dynamic** ( ⇧ + d )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Dynamics | pppppp to ffffff |
| Crescendo | < ⟺ cresc. |
| Diminduendo | > ⟺ dim. |
|  | <> |
|  | >< |
|  | piu mp |
| Sforzando | sfz |

#### **Hold / Pause** ( ⇧ + h )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Fermata | fermata |
| Short Fermata | shortfermata |
| Very Short Fermata | veryshortfermata |
| Long Fermata | longfermata |
| Very Long Fermata | verylongfermata |
| Short Henze Fermata | shorthenzefermata |
| Long Henze Fermata | longhenzefermata |
| Caesura | // ⟺ caesura |
| Thick Caesura | caesurathick |
| Curved Caesura | caesuracurved |
| Short Caesura | caesurashort |
| Breathmark | , ⟺ breathmarkcomma |
| Tick Breathmark | breathmarktick |
| Salzedo Breathmark | breathmarksalzedo |
| Curlew | curlew |

#### **Key Signature** ( ⇧ + k )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Open / Atonal | open ⟺ atonal |
| Major Keys | C - B C# - Bb |
| Major Keys (number $) | *$*s ⟺ *$*# |
| Minor Key | c - h c# - bb |
| Minor Key (number $) | *$*f ⟺ *$*b |

#### **Lyrics** ( ⇧ + l )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Hard Space | ⇧ + Alt + Space |
| Switch From Lyric to Chorus / Translation | Alt + ↓/↑ |
| Switch Vers | ↓/↑ |
| Add Elision | \_ |
| Hyphen in Word | Alt + - |

#### **Ornament** ( ⇧ + o )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Mordent | mor |
| Inverted Mordent | invmor |
| Turn | turn |
| Inverted Turn | invturn |
| Trill | tr |
| Glissando to Next Note (straight) | gliss |
| Glissando to Next Note (wavy) | glisswav |
| Arpeggio (up) | arp |
| Arpeggio (down) | arpdown |
| Bracket | bracket |

#### **Tempo** ( ⇧ + t )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Tempo Name | e.g. largo |
| Tempo Speed | e.g. q=50 |
| Tempo Name and Speed | e.g. largo q=50 |
| Ritenuto | rit |
| Accelerando | accel |

#### **Chord** ( ⇧ + q )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Move to next Bar | Tab |
| Move to previous Bar | ⇧ + Tab |
| Move to next Beat | Space |
| Move to previous Beat | ⇧ + Space |
| Move to next / previous Chord | ⇧ + ←/→ |
| Remove enharmonic spelling override | Alt + s |
| Remove all enharmonic spelling override | ⇧ + Alt + s |

#### **Playing Technique** ( ⇧ + p )

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Pedal | ped |
| End Pedal | \* |
| Sostenuto | sost |
| End Sostenuto | s\* |
| Unacorda | unacorda |
| End Unacorda | u\* |
| Retake | ^ |

#### **Other Popups**

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Time Signature | ⇧ + m |
|  |  |
| Text | ⇧ + x |
| Fingering | ⇧ + f |
| Cue | ⇧ + u |
| Interval | ⇧ + i |

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

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Start Note Input | Enter |
| Start Note Input | ⇧ + n |
| Caret/Cursor Advance | Space |
| Move Cursor Left / Right | ←/→ |
| Move Cursor Up/Down Staff | ↑/↓ |
| Move Cursor Previous / Next Measure | Ctr + ←/→ |
| Move Cursor to Top / Bottom Staff | Ctr + ↑/↓ |
| Delete Left | Backspace |
| Delete Right | Delete |
|  |  |
| Extend Selection Left / Right | ⇧ + ←/→ |
| Repeat Item | r |
| Next Voice | v |
|  |  |
| Toggle Note Input Mode | i |
| Toggle Lock Note Duration | l |
| Toggle Tie | t |
| Toggle Force Note Duration | o |
| Toggle Chord Input (bottom up) | q |
| Toggle Rests | , |
| Toggle Grace Note | / |
|  |  |
| Start Slur | s |
| Stop Slur | ⇧ + s |
| Tuplet Popup | ; |
|  |  |
| Enter Pitch A - G | a-g |
| Enter Pitch 8ve higher | ⇧ + Alt + Pitch |
| Enter Pitch 8ve lower | Ctr + Alt + Pitch |
|  |  |
| Rehearsal Mark | ⇧ + a |
| Slur | s |
| Crescendo | ⇧ + < |
| Diminuendo | ⇧ + > |

#### **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 7 |
| Whole-note duration | Numpad 8 |
| Breve note duration | Numpad 9 |
| Dotted Note(s) | . |

### Setup Mode

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Add Instrument to Player | ⇧ + i |
| New Flow | ⇧ + f |
| New Layout (Custom Score Layout) | ⇧ + l |
| New Player | ⇧ + p |

### Play Mode

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Set Draw Tool | d |
| Set Erase Tool | e |
| Set Object Selection Tool | s |
| Zoom In / Out | z/x |

### Global

|  |  |
| --- | --- |
| **Action** | **Shortcut** |
| Dorico Help | F1 |
| Transport Window | F2 |
| Mixer Window | F3 |
| View Full Screen | F11 |
| Setup Mode | Ctr + 1 |
| Goto Write Mode | Ctr + 2 |
| Engrave Mode | Ctr + 3 |
| Play Mode | Ctr + 4 |
| Print Mode | Ctr + 5 |
| Goto Toolbar | Ctr + 6 |
| Goto Left Panel | Ctr + 7 |
| Goto Bottom Panel | Ctr + 8 |
| Goto Right Panel | Ctr + 9 |
| Goto Bottom Pane | Alt + Enter |
| Run Last Script | Alt + Ctr + ⇧ + r |
|  |  |
| Preferences | Ctr + , |
| Engraving Options | Ctr + ⇧ + e |
| Layout Options | Ctr + ⇧ + l |
| Playback Options | Ctr + ⇧ + p |
|  |  |
| Create Frame Break | Alt + Ctr + f |
| Create System Break | Alt + Ctr + s |
|  |  |
| Toggle Hand /  Marquee Tool | h |
| Select None | Ctr + d |
|  |  |
| Start / Stop Playback | Space |
| Zoom to Whole Page | Ctr + Alt + 0 |
| Zoom In / Out | Ctr + -/= |
|  |  |
| New | Ctr + n |
| Open | Ctr + o |
| Close Project | Ctr + ⇧ + w |
| New Window | Ctr + ⇧ + t |
|  |  |
| Copy | Ctr + c |
| Paste | Ctr + v |
| Undo | Ctr + z |
| Redo | Ctr + y |
| Cut | Ctr + x |
| Delete | Delete |

## Tokens

### Project Tokens

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

### Other Tokens

|  |  |
| --- | --- |
| **Fieldname** | **Token** |
| Page-number | {@page@} |
| Layout-name | {@layoutname@} |
| Player-names | {@playernames@} |
| Player-list | {@playerlist@} |

### Flow Tokens

|  |  |
| --- | --- |
| **Fieldname** | **Token** |
| Title | {@flow%title@} |
| Subtitle | {@flow%subtitle@} |
| Dediction | {@flow%dedication@} |
| Composer | {@flow%composer@} |
| Arranger | {@flow%arranger@} |
| Lyricist | {@flow%lyricist@} |
| Artist | {@flow%artist@} |
| Copyist | {@flow%copyist@} |
| Publisher | {@flow%publisher@} |
| Editor | {@flow%editor@} |
| Copyright | {@flow%copyright@} |
| Work Number | {@flow%worknumber@} |
| Composer Dates | {@flow%composerdates@} |
| Composition Year | {@flow%compositionyear@} |
| Other Information | {@flow%otherinfo@} |

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