

KEYBOARD SHORTCUTS FOR DATA SCIENTISTS

Python

Tableau

Excel

SQL

R

SAS

SPSS

Matlab

Stata



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Python



Command Mode (press Esc to enable)



Enter edit mode

Enter

Run cell, select below

Shift + Enter

Run selected cells

Ctrl + Enter

Run cell, insert below

Alt + Enter

To code

Y

To markdown

M

To raw

R

Markdown heading size (1, 2, 3, 4, 5, 6)

1 , ... , 6

Select cell above

K / ▲

Select cell below

J / ▼

Insert cell above/below

A / B

Command Mode (press Esc to enable)



Cut selected cell

X

Copy selected cell

C

Paste cell above

Shift

+

V

Paste cell below

V

Undo cell deletion

Z

Delete selected cell

D

+

D

Merge cell below

Shift

+

M

Save and checkpoint

Ctrl

+

S

Toggle line numbers

L

Toggle output

O

Toggle output scrolling

Shift

+

O

Command Mode (press Esc to enable)



Close pager

Esc

Show keyboard shortcut help dialog

H

Interrupt kernel

I + I

Restart kernel

0 + 0

Scroll down

Space

Scroll up

Shift + Space

Ignore

Shift

Edit Mode (press Enter to enable)

Code completion or indent

Tab

Tooltip

Shift + Tab

Indent

Ctrl +]

Edit Mode (press Enter to enable)



Dedent

Ctrl + [

Select all

Ctrl + A

Undo

Ctrl + Z

Redo

Ctrl + Shift + Z

Redo

Ctrl + Y

Go to cell start

Ctrl + Home

Go to cell start

Ctrl + ▲

Go to cell end

Ctrl + End

Go to cell end

Ctrl + ▼

Go one word left

Ctrl + <

Go one word right

Ctrl + >

Edit Mode (press Enter to enable)



Delete word before

Ctrl + 

Delete word after

Ctrl + 

Command mode

Esc

Command mode

Ctrl + 

Run cell, select below

 + 

Run selected cells

Ctrl + 

Run cell, insert below

Alt + 

Save and checkpoint

Ctrl + 

Split cell

Ctrl +  + 

Move cursor down or next cell



Move cursor up or previous cell



Python

Jupyter IDE Keyboard Shortcuts



Edit Mode (press Enter to enable)



Toggle comment on current or
selected lines

Ctrl

+

/

Conventional Keyboard Shortcuts



Go to start of line

Home

Go to end of line

End

Go to previous character



Go to next character



Go up to previous line



Go down to next line



Go to start of previous word

Ctrl + ←

Go to start of next word

Ctrl + →

Go to start of document

Ctrl + ↑ or Ctrl + Home

Go to end of document

Ctrl + ↓ or Ctrl + End

Open file

Ctrl + O

Conventional Keyboard Shortcuts



Open new file

Ctrl + **N**

Delete to beginning of previous word

Ctrl + **BackSpace** ←

Delete to beginning of next word

Ctrl + **Del**

Select all

Ctrl + **A**

Copy selection

Ctrl + **C**

Save current file

Ctrl + **S**

Save current file as

Ctrl + **Shift** + **S**

Save all open files

Ctrl + **Alt** + **S**

Delete selection or current character

Del

Cut selection

Ctrl + **X**

Paste clipboard contents

Ctrl + **V**

Conventional Keyboard Shortcuts



Undo last action

Ctrl + **Z**

Redo last action

Ctrl + **Shift** + **Z**

Quit Spyder

Ctrl + **Q**

Keyboard Shortcuts for Navigation

Go to line

Ctrl + **L**

Go to previous file

Ctrl + **Tab**

Go to next file

Ctrl + **Shift** + **Tab**

Go to (i.e., open) last closed file

Ctrl + **Shift** + **T**

Go to (i.e., switch to and open) file

Ctrl + **P**

Go to previous cursor location

Ctrl + **Alt** + **<**

Go to next cursor location

Ctrl + **Alt** + **>**

Python

Spyder IDE Keyboard Shortcuts



Keyboard Shortcuts for Navigation



Go to last edit location

Ctrl + **Alt** + **Shift** + ↶

Go to definition

Ctrl + **G**

Keyboard Shortcuts for Zooming and Commenting

Zoom in

Ctrl + + or **Ctrl** + =

Zoom out

Ctrl + -

Zoom reset

Ctrl + 0

Toggle comment selection (or line)

Ctrl + 1

Insert block comment

Ctrl + 4

Uncomment block comment

Ctrl + 5

Python

Spyder IDE Keyboard Shortcuts



Search and Replace



Find text

Ctrl + **F**

Find next

F3

Find previous

Shift + **F3**

Replace text

Ctrl + **R**

Moving, Copying, Duplicating, Deleting

Move line down

Alt + **▼**

Move line up

Alt + **▲**

Delete line

Ctrl + **D**

Copy line

Ctrl + **Alt** + **▼**

Duplicate line

Ctrl + **Alt** + **▲**

Python

Spyder IDE Keyboard Shortcuts



Miscellaneous Keyboard Shortcuts



Indent selected line(s)

Tab

Unindent selected line(s)

Shift + Tab

Transform to lowercase

Ctrl + U

Transform to uppercase

Ctrl + Shift + U

Close file

Ctrl + W or Ctrl + F4

Close all

Ctrl + Shift + W

Code completion

Ctrl + Space

Inspect current object

Ctrl + I

Executing Code

Run file (complete program)

F5

Re-run last script

F6

Executing Code



Configure

Ctrl + **F6**

Run selection (or current line)

F9

Profile

F10

Run cell

Ctrl + **Enter**

Run cell and advance

Shift + **Enter**

Run static code analysis

F8

Open an iPython console

Ctrl + **T**

Restart kernel

Ctrl + **.**

Debugging Code

Breakpoint

F12

Conditional breakpoint

Shift + **F12**

Debugging Code



Debug

Ctrl + **F5**

Step

Ctrl + **F10**

Step into

Ctrl + **F11**

Step return

Ctrl + **Shift** + **F11**

Continue

Ctrl + **F12**

Stop

Ctrl + **Shift** + **F12**

Interface Adjustment and Layouts

Editor pane

Ctrl + **Shift** + **E**

Python console pane

Ctrl + **Shift** + **C**

iPython console pane

Ctrl + **Shift** + **I**

Variable explorer pane

Ctrl + **Shift** + **V**

Interface Adjustment and Layouts



Help pane	Ctrl	+	Shift	+	H
File explorer pane	Ctrl	+	Shift	+	X
Outline pane (show/hide)	Ctrl	+	Shift	+	O
Project explorer pane	Ctrl	+	Shift	+	P
Find in files pane	Ctrl	+	Shift	+	F
History log pane	Ctrl	+	Shift	+	L
Breakpoints pane	Ctrl	+	Shift	+	B
Online help pane	Ctrl	+	Shift	+	D
Close current pane	Ctrl	+	Shift	+	F4
Lock panes	Ctrl	+	Shift	+	F5
Maximize current pane	Ctrl	+	Alt	+	Shift
					M

Python

Spyder IDE Keyboard Shortcuts



Interface Adjustment and Layouts



Preferences

Ctrl + **Alt** + **Shift** + **P**

Full screen mode

F11

Toolbars (hide/show)

Alt + **Shift** + **T**

Use previous layout

Alt + **Shift** + **PgUp**

Use next layout

Alt + **Shift** + **PgDn**

Save current layout

Alt + **Shift** + **S**

Layout preferences

Alt + **Shift** + **P**

System Shortcuts



Run code

Ctrl + **Enter**

Show preferences

Ctrl + **,**

Theoretical explanation

Ctrl + **Q**

New editor

Ctrl + **N**

Open file

Shift + **Ctrl** + **O**

Save file

Ctrl + **S**

Close file

Ctrl + **W**

Move to editor to the left of active editor

Ctrl + **Option** + **<**

Move to editor to the right of active editor

Ctrl + **Option** + **>**

Focus on editor

Ctrl + **1**

Focus on console

Ctrl + **2**

Python

Rodeo IDE Keyboard Shortcuts



System Shortcuts



Toggle view for Environment/History

Ctrl + **3**

Toggle view for Files/Plots/Packages/Help

Ctrl + **4**

Restart Rodeo

Ctrl + **R**

Console Shortcuts

Clear console

Ctrl + **L**

Skip to beginning of console

Ctrl + **A**

Skip to end of console

Ctrl + **E**

Cancel console input

Ctrl + **C**

Show autocomplete options

Tab

Editor Shortcuts



Show autocomplete options

Tab

Comment code

Ctrl + /

Delete line

Ctrl + D

Select next occurrence

Ctrl + Option + ▶

Select previous occurrence

Ctrl + Option + ◀

Split into lines

Ctrl + Option + L

Find / replace text

Ctrl + F

Go to next occurrence

Ctrl + G

Go to previous occurrence

Ctrl + Shift + G

Select text between brackets

Ctrl + Shift + M

System Shortcuts



Run code		+	
Show preferences		+	
Theoretical explanation		+	
New editor		+	
Open file		+	
Save file		+	
Close file		+	
Move to editor to the left of active editor		+	
Move to editor to the right of active editor		+	
Focus on editor		+	
Focus on console		+	

Python

Rodeo IDE Keyboard Shortcuts



System Shortcuts



Toggle view for Environment/History



+

3

Toggle view for Files/Plots/Packages/Help



+

4

Restart Rodeo



+

R

Console Shortcuts

Clear console



+

L

Skip to beginning of console



+

A

Skip to end of console



+

E

Cancel console input



+

C

Show autocomplete options

Tab

Editor



Show autocomplete options

Tab

Comment code

 + 

Delete line

 + 

Select next occurrence

 +  + 

Select previous occurrence

 +  + 

Select all occurrences

 +  + 

Split into lines

 +  + 

Find / replace text

 + 

Go to next occurrence

 + 

Go to previous occurrence

 +  + 

Select text between brackets

 +  + 

Python

PyCharm IDE Keyboard Shortcuts



Advanced Editing Shortcuts



Comment with Line Comment

Ctrl + /

Comment with Block Comment

Ctrl + **Shift** + /

Quick Documentation

Ctrl + Q

Pop-up Hector

Ctrl + **Shift** + **Alt** + H

Parameter Info

Ctrl + P

Context Info

Alt + Q

Error Description

Ctrl + F1

External Documentation

Shift + F1

Override Methods

Ctrl + O

Surround with

Ctrl + Alt + T

Basic Code Completion

Ctrl + Space + Alt + /

Python

PyCharm IDE Keyboard Shortcuts



Advanced Editing Shortcuts



SmartType Code Completion

Ctrl + **Shift** + **Space**

Expand Word

Alt + **/**

Insert Live Template

Ctrl + **J**

Surround with Live Template

Ctrl + **Alt** + **J**

Next Template Variable

Tab

Previous Template Variable

Shift + **Tab**

Python

PyCharm IDE Keyboard Shortcuts



Basic Editing Shortcuts



Undo

Ctrl + **Z**

Redo

Ctrl + **Shift** + **Z**

Cut

Ctrl + **X**

Copy

Ctrl + **C**

Paste

Ctrl + **V**

Paste from History

Ctrl + **Shift** + **V**

Up

▲

Up with Selection

Shift + ▲

Down

▼

Down with Selection

Shift + ▼

Left/Right with Selection

Shift + ▶ / ▷

Basic Editing Shortcuts



Go to Page Top

Ctrl + **PgUp**

Go to Page Top with Selection

Ctrl + **Shift** + **PgUp**

Page Down

PgDn

Page Down with Selection

Shift + **PgDn**

Page Up

PgUp

Page Up with Selection

Shift + **PgUp**

Scroll Down

Ctrl + **▼**

Scroll to Center

Ctrl + **M**

Scroll Up

Ctrl + **▲**

Move to Line End

End

Move to Line End with Selection

Shift + **End**

Python

PyCharm IDE Keyboard Shortcuts



Basic Editing Shortcuts



Move to Line Start

Home

Move to Line Start with Selection

Shift + Home

Move to Next Word

Ctrl + ➤

Move to Next Word with Selection

Ctrl + Shift + ➤

Move to Previous Word

Ctrl + ⏪

Move to Previous Word with Selection

Ctrl + Shift + ⏪

Move to Text End

Ctrl + End

Move to Text End with Selection

Ctrl + Shift + End

Move to Text Start

Ctrl + Home

Move to Text Start with Selection

Ctrl + Shift + Home

Select all

Ctrl + A

Basic Editing Shortcuts



Delete Line at Caret	Ctrl	+	Y
Delete to Word End	Ctrl	+	Del
Delete to Word Start	Ctrl	+	BackSpace
Toggle Insert/Overwrite			Ins
Duplicate Line or Block	Ctrl	+	D
Toggle Case	Ctrl	+	Shift
Move to Code Block End	Ctrl	+]
Move to Code Block End with Selection	Ctrl	+	Shift
Move to Code Block Start	Ctrl	+	[
Move to Code Block Start with Selection	Ctrl	+	Shift
Start New Line	Shift	+	Enter

Basic Editing Shortcuts



Start New Line Before Current One

Ctrl + **Alt** + **Enter**

Join Lines

Ctrl + **Shift** + **J**

Split Line

Ctrl + **Enter**

Select Word at Caret

Ctrl + **W**

Unselect Word at Caret

Ctrl + **Shift** + **W**

Indent Selection

Tab

Unindent Selection

Shift + **Tab**

Auto-Indent Lines

Ctrl + **Alt** + **I**

Code Folding Shortcuts



Expand

Ctrl +

Collapse

Ctrl +

Expand Recursively

Ctrl + **Alt** +

Collapse Recursively

Ctrl + **Alt** +

Expand All

Ctrl + **Shift** +

Collapse All

Ctrl + **Shift** +

Expand to level (1 – 5)

Ctrl + +

Expand all to level (1 – 5)

Ctrl + **Shift** + +

Fold Selection / Remove region

Ctrl +

Running and Debugging Shortcuts



Run	Shift	+	F10
Choose configuration and run	Shift	+	Alt + F1
Rerun	Ctrl	+	F5
Rerun with focus in the editor	Shift	+	F10
Debug	Shift	+	F9
Choose configuration and debug	Shift	+	Alt + F9
Step Over			F8
Step Into			F7
Smart Step Into	Shift	+	F7
Step Out	Shift	+	F8
Force Step Over	Shift	+	Alt + F8

Running and Debugging Shortcuts



Force Step Into

Shift + **Alt** + **F7**

Run to Cursor

Alt + **F9**

Force Run To Cursor

Ctrl + **Alt** + **F9**

Resume Program

F9

Stop Program

Shift + **F2**

Evaluate Expression

Alt + **F8**

Quick Evaluate Expression

Ctrl + **Alt** + **F8**

Toggle Breakpoint

Ctrl + **F8**

View Breakpoints

Ctrl + **Shift** + **F8**

Python

PyCharm IDE Keyboard Shortcuts



General Keyboard Shortcuts



Close Active Tab

Ctrl + **Shift** + **F4**

Close Editor

Ctrl + **F4**

Edit Source

F4

Escape

Esc

Export to Text File

Alt + **O**

New

Alt + **Ins**

Save all

Ctrl + **S**

Select Next Tab

Alt + **▶**

Select Previous Tab

Alt + **◀**

Show Intention Action

Alt + **Enter**

Synchronize

Ctrl + **Alt** + **Y**

General Keyboard Shortcuts



View Source

Ctrl

+

Enter

Search Keyboard Shortcuts

Find

Ctrl

+

F

Replace

Ctrl

+

R

Search for next/previous occurrence

Shift

+

F3

Find Word at Caret

Ctrl

+

F3

Incremental Search

Ctrl

+

F

Find in Path

Ctrl

+

Shift

+

F

Replace in Path

Ctrl

+

Shift

+

R

Find Usages

Alt

+

F7

Find Usages in File

Ctrl

+

F7

Search Keyboard Shortcuts



Highlight Usages in File

Ctrl + **Shift** + **F7**

Show Usages

Ctrl + **Alt** + **F7**

Find Action

Ctrl + **Shift** + **A**

Navigation Between Bookmarks

Go to Bookmark <number>

Ctrl + **1**

Toggle Bookmark

F11

Toggle Bookmark with Mnemonic

Ctrl + **F11**

Show Bookmarks

Shift + **F11**

Navigation Between IDE Components

Select Target

Alt + **F1**

Collapse all

Ctrl + **-**

Navigation Between IDE Components



Expand all

Ctrl +

Switcher

Ctrl + **Tab**

Edit Source

F4

Open tool window

Alt + **1**

Hide Active Window

Shift + **Esc**

Jump to Last Window

F12

Navigation in Source Code

File Structure Pop-up

Ctrl + **F12**

Select target

Alt + **F1**

Recent Files

Ctrl + **E**

Recently Changed Files

Ctrl + **Shift** + **E**

Navigation in Source Code



Type Hierarchy

Ctrl + **H**

Navigate to Class

Ctrl + **N**

Navigate to File

Ctrl + **Shift** + **N**

Navigate to Recently Opened File

Ctrl + **E**

Navigate to Recently Changed File

Ctrl + **Shift** + **E**

Navigate to Line

Ctrl + **G**

Navigate to Declaration

Ctrl + **B**

Navigate to Implementation

Ctrl + **Alt** + **B**

Navigate to Type Declaration

Ctrl + **Shift** + **B**

Navigate to Super Method

Ctrl + **U**

Navigate to Test/Test Subject

Ctrl + **Shift** + **T**

Navigation in Source Code



Navigate to Related Symbol

Ctrl + **Alt** + **Home**

Navigate to Next Method

Alt + **▼**

Navigate to Previous Method

Alt + **▲**

Navigate to Opening Brace

Ctrl + [

Navigate to Closing Brace

Ctrl +]

Back

Ctrl + **Alt** + **◀**

Forward

Ctrl + **Alt** + **▶**

Navigate to Previous Occurrence

Ctrl + **Alt** + **▲**

Navigate to Next Occurrence

Ctrl + **Alt** + **▼**

Last Edit Location

Ctrl + **Shift** + **BackSpace** ←

Navigate to Next Highlighted Error

F2

Navigation in Source Code



Navigate to Previous Highlighted Error

Shift

+

F2

Refactoring

Change Method Signature

Ctrl

+

F6

Rename

Shift

+

F6

Move

F6

Copy

F5

Inline

Ctrl

+

Alt

+

N

Safe Delete

Alt

+

Del

Extract Method

Ctrl

+

Alt

+

M

Extract Variable

Ctrl

+

Alt

+

V

Extract Field

Ctrl

+

Alt

+

F

Python

PyCharm IDE Keyboard Shortcuts



Refactoring



Extract Constant

Ctrl + **Alt** + **C**

Extract Parameter

Ctrl + **Alt** + **P**

Python

PyCharm IDE Keyboard Shortcuts



Advanced Editing



Comment with Line Comment

⌘ + /

Comment with Block Comment

Ctrl + Shift + /

Quick Documentation

Ctrl + J

Pop-up Hector

Alt + Shift + ⌘ + H

Parameter Info

⌘ + P

Context Info

Ctrl + Shift + Q

Error Description

⌘ + F1

External Documentation

Shift + F1

Override Methods

⌘ + O

Surround with

Alt + ⌘ + T

Basic Code Completion

Ctrl + Space + Alt + /

Python

PyCharm IDE Keyboard Shortcuts



Advanced Editing



SmartType Code Completion

Ctrl + **Shift** + **Space**

Expand Word

Alt + **/**

Insert Live Template

⌘ + **J**

Surround with Live Template

Alt + **⌘** + **J**

Next Template Variable

Tab

Previous Template Variable

Shift + **Tab**

Python

PyCharm IDE Keyboard Shortcuts



Basic Editing



Undo



+



Redo



+



+



Cut



+



Copy



+



Paste



+



Paste from History



+



+



Up



Up with Selection



+



Down



Down with Selection



+



Left/Right with Selection



+



/



Basic Editing



Go to Page Top  + 

Go to Page Top with Selection  +  + 

Page Down 

Page Down with Selection  + 

Page Up 

Page Up with Selection  + 

Scroll Down  + 

Scroll Up  + 

Move to Line End 

Move to Line End with Selection  + 

Python

PyCharm IDE Keyboard Shortcuts



Basic Editing



Move to Line Start

Home

Move to Line Start with Selection

Shift

+

Home

Move to Next Word

Alt

+



Move to Next Word with Selection

Alt

+

Shift

+



Move to Previous Word

Alt

+



Move to Previous Word with Selection

Alt

+

Shift

+



Move to Text End



+

End

Move to Text End with Selection

Shift

+



+

End

Move to Text Start



+

Home

Move to Text Start with Selection

Shift

+



+

Home

Select all



+

A

Basic Editing



Delete Line at Caret		+			
Delete to Word End		+			
Delete to Word Start		+			
Duplicate Line or Block		+			
Toggle Case		+		+	
Move to Code Block End		+			
Move to Code Block End with Selection		+		+	
Move to Code Block Start		+			
Move to Code Block Start with Selection		+		+	
Start New Line		+			

Python

PyCharm IDE Keyboard Shortcuts



Basic Editing



Start New Line Before Current One

Alt + **Shift** + **Enter**

Join Lines

Ctrl + **Shift** + **J**

Split Line

⌘ + **Enter**

Select Word at Caret

⌘ + **W**

Unselect Word at Caret

Shift + **⌘** + **W**

Indent Selection

Tab

Unindent Selection

Shift + **Tab**

Auto-Indent Lines

Alt + **⌘** + **I**

Code Folding



Expand

⌘ + +

Collapse

⌘ + -

Expand Recursively

Alt + ⌘ + +

Collapse Recursively

Alt + ⌘ + -

Expand All

Shift + ⌘ + +

Collapse All

Shift + ⌘ + -

Expand to level (1 – 5)

⌘ + * + 1

Expand all to level (1 – 5)

Alt + ⌘ + 1

Fold Selection / Remove region

⌘ + .

Python

PyCharm IDE Keyboard Shortcuts



Running and Debugging



Run	Shift	+	F10
Choose configuration and run	Alt	+	Shift + F10
Rerun	Ctrl	+	F5
Rerun with focus in the editor	Shift	+	F10
Debug	Shift	+	F9
Choose configuration and debug	Alt	+	Shift + F9
Step Over			F8
Step Into			F7
Smart Step Into	Shift	+	F7
Step Out	Shift	+	F8
Force Step Over	Alt	+	Shift + F8

Python

PyCharm IDE Keyboard Shortcuts



Running and Debugging



Force Step Into

Alt + **Shift** + **F7**

Run to Cursor

Alt + **F9**

Force Run To Cursor

Alt + **⌘** + **F9**

Resume Program

F9

Stop Program

Shift + **F2**

Evaluate Expression

Alt + **F8**

Quick Evaluate Expression

Alt + **⌘** + **F8**

Toggle Breakpoint

⌘ + **F8**

View Breakpoints

Shift + **⌘** + **F8**

Python

PyCharm IDE Keyboard Shortcuts



General



Close Active Tab	Shift	+		+	F4
Close Editor		+	F4		
Edit Source				F4	
Escape				Esc	
Export to Text File		+	O		
New		+	N		
Save all		+	S		
Select Next Tab		+	▶		
Select Previous Tab		+	◀		
Show Intention Action	Alt	+	Enter		
Synchronize	Alt	+		+	Y

Python

PyCharm IDE Keyboard Shortcuts



General



View Source



+

Enter

Search

Find



+

F

Replace



+

R

Search for next/previous occurrence

Shift

+

F3

Find Word at Caret



+

F3

Incremental Search



+

F

Find in Path

Ctrl

+

Shift

+

F

Replace in Path

Ctrl

+

Shift

+

R

Find Usages



+

F7

Find Usages in File



+

F7

Search



Highlight Usages in File

Shift + ⌘ + F7

Show Usages

Alt + ⌘ + F7

Find Action

Ctrl + ⌘ + A

Navigation Between Bookmarks

Go to Bookmark <number>

Ctrl + 1

Toggle Bookmark

F11

Toggle Bookmark with Mnemonic

⌘ + F11

Show Bookmarks

Shift + F11

Navigation Between IDE Components

Select Target

Alt + F1

Collapse all

⌘ + -

Navigation Between IDE



Expand all

⌘ + +

Switcher

Ctrl + Tab

Edit Source

F4

Open tool window

Alt + 1

Hide Active Window

Shift + Esc

Jump to Last Window

F12

Navigation in Source Code

File Structure Pop-up

⌘ + F12

Select target

Alt + F1

Recent Files

⌘ + E

Recently Changed Files

Shift + ⌘ + E

Navigation in Source Code



Type Hierarchy

Ctrl + **H**

Navigate to Class

⌘ + **N**

Navigate to File

Shift + **⌘** + **N**

Navigate to Recently Opened File

⌘ + **E**

Navigate to Recently Changed File

Shift + **⌘** + **E**

Navigate to Line

⌘ + **G**

Navigate to Declaration

⌘ + **B**

Navigate to Implementation

Alt + **⌘** + **B**

Navigate to Type Declaration

Ctrl + **Shift** + **B**

Navigate to Super Method

⌘ + **U**

Navigate to Test/Test Subject

Shift + **⌘** + **T**

Navigation in Source Code



Navigate to Related Symbol

Alt + ⌘ + ⌘ + Home

Navigate to Next Method

Ctrl + ▼

Navigate to Previous Method

Ctrl + ▲

Navigate to Opening Brace

⌘ + [

Navigate to Closing Brace

⌘ +]

Back

Alt + ⌘ + ⌘ + ←

Forward

Alt + ⌘ + ⌘ + →

Navigate to Previous Occurrence

Alt + ⌘ + ▲

Navigate to Next Occurrence

Alt + ⌘ + ▲

Last Edit Location

Shift + ⌘ + ⌘ + BackSpace

Navigate to Next Highlighted Error

F2

Navigation in Source Code



Navigate to Previous Highlighted Error

Shift

+

F2

Refactoring

Change Method Signature

⌘

+

F6

Rename

Shift

+

F6

Move

F6

Copy

F5

Inline

Alt

+

⌘

+

N

Safe Delete

⌘

+

Del

Extract Method

Alt

+

⌘

+

M

Extract Variable

Alt

+

⌘

+

V

Extract Field

Alt

+

⌘

+

F

Python

PyCharm IDE Keyboard Shortcuts



Refactoring



Extract Constant

Alt + ⌘ + C

Extract Parameter

Alt + ⌘ + P

Python

Atom IDE Keyboard Shortcuts



General Shortcuts



Preferences/Settings

Ctrl + ,

Command Palette

Shift + **Ctrl** + P

Open File (Fuzzy)

Ctrl + P

Browse Open Files

Ctrl + B

Grammar Selector

Ctrl + **Shift** + L

Markdown Preview

Ctrl + **Shift** + M

Key Binding Resolver

Ctrl + .

Toggle Tree View

Ctrl + K

Reload Atom

Alt + **Ctrl** + R

Toggle Developer Tools

Ctrl + **Alt** + I

Python

Atom IDE Keyboard Shortcuts



General Shortcuts



Show Available Snippets

Alt + **Shift** + **S**

Window Management Shortcuts

New File

Ctrl + **N**

New Window

Ctrl + **Shift** + **N**

Open

Ctrl + **O**

Open Folder

Ctrl + **Shift** + **O**

Save

Ctrl + **S**

Save As

Ctrl + **Shift** + **S**

Close Tab

Ctrl + **W**

Close Window

Ctrl + **Shift** + **W**

Window Management Shortcuts



Split Window

Ctrl + **K** + **▲** / **▼** / **◀** / **▶**

Focus Pane

Ctrl + **K** + **▲** / **▼** / **◀** / **▶**

Toggle full screen

F11

Editing Shortcuts

Duplicate Lines

Ctrl + **Shift** + **D**

Delete Line

Ctrl + **Shift** + **K**

Move Line Up

Ctrl + **▲**

Move Line Down

Ctrl + **▼**

Find/Replace

Ctrl + **F**

Find Next

F3

Find Previous

Shift + **F3**

Editing Shortcuts



Find in Project

Ctrl + **Shift** + **F**

Go To Line

Ctrl + **G**

Go To Matching Bracket

Ctrl + **M**

Select Line

Ctrl + **L**

Toggle Comment

Ctrl + **/**

Column Selection

Ctrl + **Alt** + **▼** / **▲**

Select Same Words

Ctrl + **D**

Undo Selection

Ctrl + **U**

Select All The Same Words At Once

Alt + **F3**

Show Symbols Palette

Ctrl + **R**

Show auto-completions

Ctrl + **Space**

Python

Atom IDE Keyboard Shortcuts



Editing Shortcuts



Fold/Unfold sections of code

Ctrl +

Shift

Various Packages

Expand Abbreviation

Ctrl + **E**

Git Plus Menu

Ctrl + **Shift** + **H**

Open Terminal

Alt + **Shift** + **T**

Open Project

Alt + **Shift** + **P**

Python

Atom IDE Keyboard Shortcuts



General



Preferences/Settings	Cmd	+	,
Command Palette	Shift	+	Cmd + P
Open File (Fuzzy)	Cmd	+	P
Browse Open Files	Cmd	+	B
Grammar Selector	Ctrl	+	Shift + L
Markdown Preview	Ctrl	+	Shift + M
Key Binding Resolver	Cmd	+	.
Toggle Tree View	Cmd	+	K
Reload Atom	Ctrl	+	Alt + Cmd + L
Open Link	Ctrl	+	Shift + O
Toggle Developer Tools	Alt	+	Cmd + I

Python

Atom IDE Keyboard Shortcuts



General



Show Available Snippets

Alt + **Shift** + **S**

Window Management

New File

Cmd + **N**

New Window

Shift + **Cmd** + **N**

Open

Cmd + **O**

Open Folder

Cmd + **Shift** + **O**

Save

Cmd + **S**

Save As

Shift + **Cmd** + **S**

Save All

Alt + **Cmd** + **S**

Close Tab

Cmd + **W**

Close Window

Shift + **Cmd** + **W**

Window Management



Split Window

Cmd + **K** + **▲** / **▼** / **◀** / **▶**

Focus Pane

Cmd + **K** + **▲** / **▼** / **◀** / **▶**

Toggle full screen

Ctrl + **Cmd** + **F**

Editing Shortcuts

Duplicate Lines

Shift + **Cmd** + **D**

Delete Line

Ctrl + **Shift** + **K**

Move Line Up

Ctrl + **Cmd** + **▲**

Move Line Down

Ctrl + **Cmd** + **▼**

Find/Replace

Cmd + **F**

Find Next

Cmd + **G**

Find Previous

Shift + **Cmd** + **G**

Editing



Find in Project

Shift

+

Cmd

+

F

Go To Line

Ctrl

+

G

Go To Matching Bracket

Ctrl

+

M

Select Line

Cmd

+

L

Toggle Comment

Cmd

+

/

Column Selection

Ctrl

+

Shift

+

▼

/

▲

Select Same Words

Cmd

+

D

Undo Selection

Cmd

+

U

Select All The Same Words At Once

Cmd

+

Ctrl

+

G

Show Symbols Palette

Cmd

+

R

Show auto-completions

Cmd

+

Space

Python

Atom IDE Keyboard Shortcuts



Editing



Fold/Unfold sections of code

Option + Cmd

Various Packages

Block Travel up/down

Alt + ▲

Beautify

Ctrl + Alt + B

Expand Abbreviation

Shift + Cmd + E

Incremental Search

Cmd + I

Git Plus Menu

Shift + Cmd + H

Jumpy

Shift + Enter

Minimap Toggle

Ctrl + M

Open File in Browser

Ctrl + Alt + M

Run Script

Ctrl + Cmd + I

Python

Atom IDE Keyboard Shortcuts



Various Packages



Open Terminal

Ctrl + **Alt** + **T**

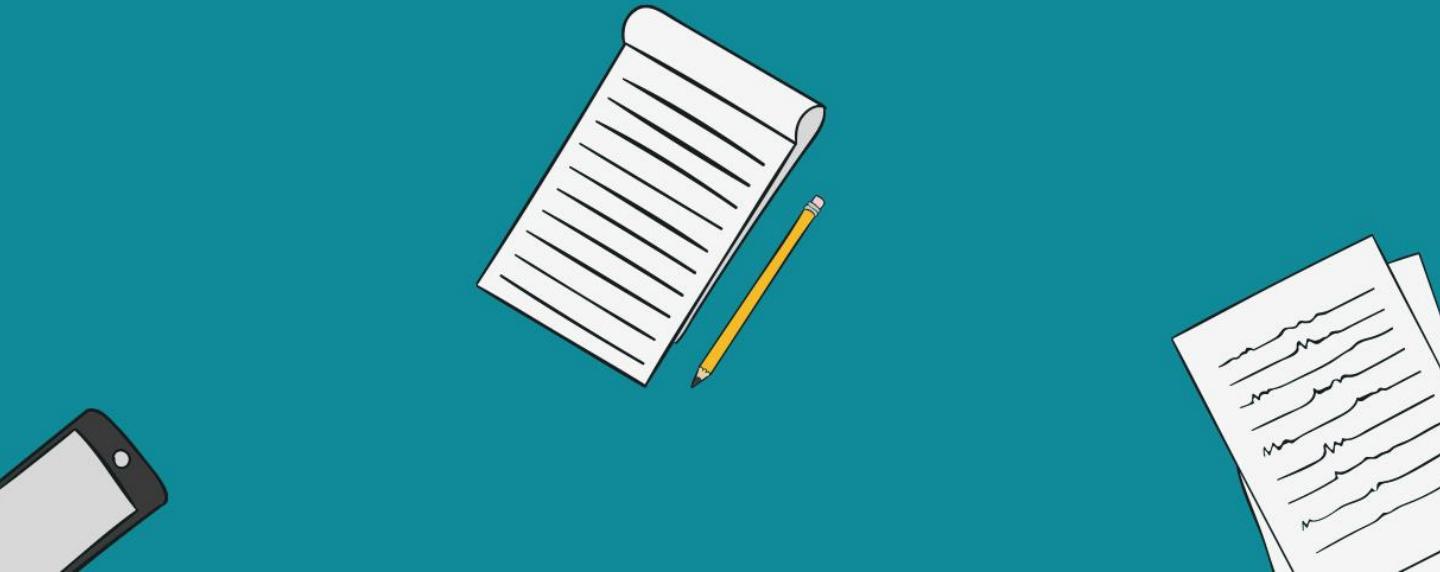
Open Project

Ctrl + **Cmd** + **P**

Open In

Ctrl + **Alt** + **O**

R



R

Console Keyboard Shortcuts



Move cursor to Console

Ctrl + **2**

Clear console

Ctrl + **L**

Move cursor to beginning of line

Home

Move cursor to end of line

End

Navigate command history

▼ / **▲**

Popup command history

Ctrl + **↑**

Interrupt currently executing
command

Esc

Change working directory

Ctrl + **Shift** + **H**

Source Keyboard Shortcuts



Goto File/Function

Ctrl + **.**

Move cursor to Source Editor

Ctrl + **1**

New document (except on Chrome/Windows)

Ctrl + **Shift** + **N**

New document (Chrome only)

Ctrl + **Alt** + **Shift** + **N**

Open document

Ctrl + **O**

Close active document (except on Chrome)

Ctrl + **W**

Close active document (Chrome only)

Ctrl + **Alt** + **W**

Close all open documents

Ctrl + **Shift** + **W**

Preview HTML (Markdown and HTML)

Ctrl + **Shift** + **K**

Knit Document (knitr)

Ctrl + **Shift** + **K**

Compile Notebook

Ctrl + **Shift** + **K**

Source Keyboard Shortcuts



Compile PDF (TeX and Sweave)

Ctrl

+

Shift

+

K

Insert chunk (Sweave and Knitr)

Ctrl

+

Alt

+

I

Insert code section

Ctrl

+

Shift

+

R

Run current line/selection

Ctrl

+

Enter

Run current line/selection
(retain cursor position)

Alt

+

Enter

Re-run previous region

Ctrl

+

Shift

+

P

Run current document

Ctrl

+

Alt

+

R

Run from document beginning to
current line

Ctrl

+

Alt

+

B

Run from current line to document end

Ctrl

+

Alt

+

E

Run the current function definition

Ctrl

+

Alt

+

F

Run the current code section

Ctrl

+

Alt

+

T

Source Keyboard Shortcuts



Run previous Sweave/Rmd code

Ctrl + **Alt** + **P**

Run the current
Sweave/Rmd chunk

Ctrl + **Alt** + **C**

Run the next Sweave/Rmd chunk

Ctrl + **Alt** + **N**

Source a file

Ctrl + **Shift** + **O**

Source the current document

Ctrl + **Shift** + **S**

Source the current document
(with echo)

Ctrl + **Shift** + **Enter**

Fold Selected

Alt + **L**

Unfold Selected

Shift + **Alt** + **L**

Fold All

Alt + **O**

Unfold All

Shift + **Alt** + **O**

Go to line

Shift + **Alt** + **G**

R

Source Keyboard Shortcuts



Jump to

Shift + **Alt** + **J**

Switch to tab

Ctrl + **Shift** + **.**

Previous tab

Ctrl + **F11**

Next tab

Ctrl + **F12**

First tab

Ctrl + **Shift** + **F11**

Last tab

Ctrl + **Shift** + **F12**

Navigate back

Ctrl + **F9**

Navigate forward

Ctrl + **F10**

Extract function from selection

Ctrl + **Alt** + **X**

Extract variable from selection

Ctrl + **Alt** + **V**

Reindent lines

Ctrl + **I**

Source Keyboard Shortcuts



Comment/uncomment current line/selection

Ctrl + **Shift** + **C**

Reflow Comment

Ctrl + **Shift** + **/**

Reformat Selection

Ctrl + **Shift** + **A**

Show Diagnostics

Ctrl + **Shift** + **Alt** + **P**

Move Lines Up/Down

Alt + **▲** / **▼**

Copy Lines Up/Down

Shift + **Alt** + **▲** / **▼**

Jump to Matching Brace/Paren

Ctrl + **P**

Expand to Matching Brace/Paren

Ctrl + **Shift** + **E**

Select to Matching Brace/Paren

Ctrl + **Shift** + **Alt** + **E**

Add Cursor Above Current Cursor

Ctrl + **Alt** + **▲**

R

Source Keyboard Shortcuts



Add Cursor Below Current Cursor

Ctrl

+

Alt

+

▼

Move Active Cursor Up

Ctrl

+

Alt

+

Shift

+

▲

Move Active Cursor Down

Ctrl

+

Alt

+

Shift

+

▼

Find and Replace

Ctrl

+

F

Find Next

F3

Find Previous *

Shift

+

F3

Use Selection for Find

Ctrl

+

F3

Replace and Find

Ctrl

+

Shift

+

J

Find in Files

Ctrl

+

Shift

+

F

Check Spelling

F7

* For Linux, please use **Ctrl + Shift + G**

R

Editing (Console and Source)



Undo

Ctrl + **Z**

Redo

Ctrl + **Shift** + **Z**

Cut

Ctrl + **X**

Copy

Ctrl + **C**

Paste

Ctrl + **V**

Select All

Ctrl + **A**

Jump to Word

Ctrl + **<** / **>**

Jump to Start/End

Ctrl + **Home** / **End**

Jump to Start/End

Ctrl + **▼** / **▲**

Delete Line

Ctrl + **D**

Select

Ctrl + **▼** / **▲** / **<** / **>**

R

Editing (Console and Source)



Select Word

Ctrl + **Shift** + /

Select to Line Start

Alt + **Shift** +

Select to Line End

Alt + **Shift** +

Select Page Up/Down

Shift + /

Select to Start/End

Ctrl + **Shift** +

Select to Start/End

End or **Shift** + **Alt** + /

Delete Word Left

Ctrl + **BackSpace**

Indent

Tab*(At the beginning of the line)*

R

Editing (Console and Source)



Outdent

Shift + **Tab**

Yank line up to cursor

Ctrl + **U**

Yank line after cursor

Ctrl + **K**

Insert currently yanked text

Ctrl + **Y**

Insert assignment operator

Alt + **-**

Insert pipe operator

Ctrl + **Shift** + **M**

Show help for function at cursor

F1

Show source code for function at cursor

F2

Find usages for symbol at cursor (C++)

Ctrl + **Alt** + **U**

R

Completions (Console and Source)



Attempt completion

Tab

Attempt completion

Ctrl

+

Space

Navigate candidates

▼

/

▲

Accept selected candidate

Tab

/

Enter

/

▶

Dismiss completion popup

Esc

Views Keyboard shortcuts



Move focus to Source Editor	Ctrl	+	1
Move focus to Console	Ctrl	+	2
Move focus to Help	Ctrl	+	3
Show History	Ctrl	+	4
Show Files	Ctrl	+	5
Show Plots	Ctrl	+	6
Show Packages	Ctrl	+	7
Show Environment	Ctrl	+	8
Show Git/SVN	Ctrl	+	9
Show Build	Ctrl	+	0
Sync Editor & PDF Preview	Ctrl	+	F8

R

Build Keyboard shortcuts



Build and Reload

Ctrl + **Shift** + **B**

Load All (devtools)

Ctrl + **Shift** + **L**

Test Package (Desktop)

Ctrl + **Shift** + **T**

Test Package (Web)

Ctrl + **Alt** + **F7**

Check Package

Ctrl + **Shift** + **E**

Document Package

Ctrl + **Shift** + **D**

R

Debug Keyboard shortcuts



Toggle Breakpoint

Shift

+

F9

Execute Next Line

F10

Step Into Function

Shift

+

F4

Finish Function/Loop

Shift

+

F6

Continue

Shift

+

F5

Stop Debugging

Shift

+

F8

Plots

Previous plot

Ctrl

+

Alt

+

F11

Next plot

Ctrl

+

Alt

+

F12

R

Console Keyboard Shortcuts



Move cursor to Console

Ctrl + **2**

Clear console

Ctrl + **L**

Move cursor to beginning of line

⌘ + **◀**

Move cursor to end of line

⌘ + **▶**

Navigate command history

▼ / **▲**

Popup command history

⌘ + **▲**

Interrupt currently executing
command

Esc

Change working directory

Ctrl + **Shift** + **H**

R

Source Keyboard Shortcuts



Goto File/Function

Ctrl +

Move cursor to Source Editor

Ctrl +

New document (except on Chrome/Windows)

+ +

New document (Chrome only)

+ + +

Open document

+

Close active document (except on Chrome)

+

Close active document (Chrome only)

+ +

Close all open documents

+ +

Preview HTML (Markdown and HTML)

+ +

Knit Document (knitr)

+ +

Compile Notebook

+ +

Source Keyboard Shortcuts



Compile PDF (TeX and Sweave)



+

Shift

+

K

Insert chunk (Sweave and Knitr)



+

Option

+

I

Insert code section



+

Shift

+

R

Run current line/selection



+

Enter

Run current line/selection
(retain cursor position)

Option

+

Enter

Re-run previous region



+

Shift

+

P

Run current document



+

Option

+

R

Run from document beginning to
current line



+

Option

+

B

Run from current line to document end



+

Option

+

E

Run the current function definition



+

Option

+

F

Run the current code section



+

Option

+

T

R

Source Keyboard Shortcuts



Run previous Sweave/Rmd code

⌘ + Option + P

Run the current
Sweave/Rmd chunk

⌘ + Option + C

Run the next Sweave/Rmd chunk

⌘ + Option + N

Source a file

⌘ + Shift + O

Source the current document

⌘ + Shift + S

Source the current document
(with echo)

⌘ + Shift + Enter

Fold Selected

⌘ + Option + L

Unfold Selected

⌘ + Shift + Option + L

Fold All

⌘ + Option + O

Unfold All

⌘ + Shift + Option + O

Go to line

⌘ + Shift + Option + G

R

Source Keyboard Shortcuts



Jump to

+ + +

Switch to tab

+ +

Previous tab

+

Next tab

+

First tab

+ +

Last tab

+ +

Navigate back

+

Navigate forward

+

Extract function from selection

+ +

Extract variable from selection

+ +

Reindent lines

+

R

Source Keyboard Shortcuts



Comment/uncomment current line/selection

+ +

Reflow Comment

+ +

Reformat Selection

+ +

Show Diagnostics

+ + +

Transpose Letters

+

Move Lines Up/Down

+ /

Copy Lines Up/Down

+ + /

Jump to Matching Brace/Paren

+

Expand to Matching Brace/Paren

+ +

Select to Matching Brace/Paren

+ + +

Add Cursor Above Current Cursor

+ +

R

Source Keyboard Shortcuts



Add Cursor Below Current Cursor

Ctrl

+

Alt

+



Move Active Cursor Up

Ctrl

+

Alt

+

Shift

+



Move Active Cursor Down

Ctrl

+

Alt

+

Shift

+



Find and Replace



+

F

Find Next



+

G

Find Previous



+

Shift

+

G

Use Selection for Find



+

E

Replace and Find



+

Shift

+

J

Find in Files



+

Shift

+

F

Check Spelling

F7

R

Editing (Console and Source)



Undo



+

Z

Redo



+

Shift

+

Z

Cut



+

X

Copy



+

C

Paste



+

V

Select All



+

A

Jump to Word

Option

+



/



Jump to Start/End



+

Home

/

End

Jump to Start/End



+



/



Delete Line



+

D

Select

Shift

+



/





Select Word

Option + **Shift** + **◀** / **▶**

Select to Line Start

⌘ + **Option** + **◀**

Select to Line End

⌘ + **Shift** + **▶**

Select Page Up/Down

Shift + **PgUp** / **PgDn**

Select to Start/End

⌘ + **Shift** + **▼** / **▲**

Indent

Tab *(At the beginning of the line)*

Delete Word Left

Option + **BackSpace**

Delete Word Right

Option + **Del**

Delete to Line End

Ctrl + **K**

Delete to Line Start

Option + **BackSpace**

R

Editing (Console and Source)



Outdent

Shift + **Tab**

Yank line up to cursor

Ctrl + **U**

Yank line after cursor

Ctrl + **K**

Insert currently yanked text

Ctrl + **Y**

Insert assignment operator

Option + **-**

Insert pipe operator

 + **Shift** + **M**

Show help for function at cursor

F1

Show source code for function at cursor

F2

Find usages for symbol at cursor (C++)

 + **Option** + **U**

R

Completions & Plots (Console and Source)



Attempt completion

Tab

Attempt completion



+

Space

Navigate candidates



/



Accept selected candidate

Tab

/

Enter

/



Dismiss completion popup

Esc

Plots

Previous plot



+

Alt

+

F11

Next plot



+

Alt

+

F12

Matlab





Recall previous line



Recall next line



Move to top of Command Window

Ctrl + **Home**

Move to end of Command Window

Ctrl + **End**

Move back one character



Move forward one character



Move left one word

Ctrl + **<**

Move right one word

Ctrl + **>**

Move to beginning of current statement

Home

Move to end of current statement

End

Clear the command line when cursor is at the command line. Otherwise, move cursor to command line.

Esc



Delete character at cursor in command line

Del

Delete character before cursor in command line

BackSpace
←

Change to overwrite mode from insert mode / change to insert mode from overwrite mode

Ins

Select from cursor to beginning of line

Shift + Home

Select from cursor to end of last line. Can start at any line in the Command Window

Shift + End

Append selection to statement at command line and execute it

Enter

Open hyperlink displayed in Command Window

Ctrl + Enter

SQL



File menu keyboard shortcuts



New Model

Ctrl + **N**

Open Model

Ctrl + **O**

Open SQL Script

Ctrl + **Shift** + **O**

Close Tab

Ctrl + **F4**

Save Model

Ctrl + **S**

Save Script

Ctrl + **S**

Save Model As

Ctrl + **Shift** + **S**

Save Script As

Ctrl + **Shift** + **S**

Forward Engineer SQL CREATE Script

Ctrl + **Shift** + **G**

Forward Engineer SQL ALTER Script

Ctrl + **Alt** + **Y**

Synchronize With SQL CREATE Script

Ctrl + **Shift** + **Y**

File menu



Print

Ctrl + **P**

Exit

Ctrl + **Q**

Edit menu

Undo

Ctrl + **Z**

Redo

Ctrl + **Y**

Cut

Ctrl + **X**

Copy

Ctrl + **C**

Paste

Ctrl + **V**

Delete

Ctrl + **Del**

Edit Selected

Ctrl + **E**

Edit Selected in New Window

Ctrl + **Shift** + **E**

SQL

MySQL Workbench Keyboard Shortcuts



Edit menu



Select All

Ctrl + **A**

Find

Ctrl + **F**

Find Advanced

Ctrl + **Alt** + **F**

Find Next

F3

Find Previous

Shift + **F3**

Search and Replace

Ctrl + **Shift** + **F**

Comment/Uncomment lines of SQL

Ctrl + **/**

Auto-Complete SQL

Ctrl + **Space**

View menu

Output Window

Ctrl + **F2**

Set Marker n

Ctrl + **Shift** + **N**

SQL

MySQL Workbench Keyboard Shortcuts



View menu



Go to Marker n

Ctrl

+

N

Arrange menu

Bring to Front

Ctrl

+

Shift

+

F

Send to Back

Ctrl

+

Shift

+

B

SQL

MySQL Workbench Keyboard Shortcuts



Model menu



Add Diagram

Ctrl + T

Validate All

Ctrl + Alt + V

Validate All (MySQL)

Ctrl + Alt + B

Query menu

Execute statement

Ctrl + Enter

Execute statements

Ctrl + Shift + Enter

New Tab

Ctrl + T

Database menu

Query Database

Ctrl + U

Reverse Engineer

Ctrl + R

SQL

MySQL Workbench Keyboard Shortcuts



Database menu



Forward Engineer

Ctrl + G

Synchronize Model

Ctrl + Y

Scripting menu

Scripting Shell

Ctrl + F3

Run Workbench Script File

Ctrl + Shift + R

Help menu

Help Index

F1

EER diagram mode

Selection tool

Esc

Hand tool

H

Delete tool

D

EER diagram mode



Layer tool

L

Note tool

N

Image tool

I

Table tool

T

View tool

V

Routine Group tool

G

Non-Identifying Relationship 1:1

1

Non-Identifying Relationship 1:n

2

Identifying Relationship 1:1

3

Identifying Relationship 1:n

4

Identifying Relationship n:m

5

SQL

MySQL Workbench Keyboard Shortcuts



EER diagram mode



Relationship Using Existing Columns

6

File menu



New Model	Cmd	+	N		
Open Model	Cmd	+	O		
Open SQL Script	Ctrl	+	Shift	+	O
Close Tab	Cmd	+	W		
Save Model	Cmd	+	S		
Save Script	Cmd	+	S		
Save Model As	Cmd	+	Shift	+	S
Save Script As	Cmd	+	Shift	+	S
Forward Engineer SQL CREATE Script	Cmd	+	Shift	+	G
Forward Engineer SQL ALTER Script	Cmd	+	Alt	+	Y
Synchronize With SQL CREATE Script	Cmd	+	Shift	+	Y

File menu



Print

Cmd + P

Exit

Cmd + Q

Edit menu

Undo

Cmd + Z

Redo

Cmd + Y

Cut

Cmd + X

Copy

Cmd + C

Paste

Cmd + V

Delete

Cmd + Del

Edit Selected

Cmd + E

Edit Selected in New Window

Cmd + Shift + E

SQL

MySQL Workbench Keyboard Shortcuts



Edit menu



Select All

Cmd + **A**

Find

Cmd + **F**

Find Advanced

Cmd + **Alt** + **F**

Find Next

F3

Find Previous

Shift + **F3**

Search and Replace

Cmd + **Shift** + **F**

Comment/Uncomment lines of SQL

Cmd + **/**

Auto-Complete SQL

Cmd + **Space**

View menu keyboard shortcuts

Output Window

Cmd + **⌘** + **P**

Set Marker n

Cmd + **Shift** + **N**

SQL

MySQL Workbench Keyboard Shortcuts



View menu



Go to Marker n

Cmd + N

Arrange menu

Bring to Front

Cmd + Shift + F

Send to Back

Cmd + Shift + B

SQL

MySQL Workbench Keyboard Shortcuts



Model menu



Add Diagram



+

T

Validate All



+

Alt

+

V

Validate All (MySQL)



+

Alt

+

B

Model Options



+

Alt

+

,

Query menu

Execute statement



+

Enter

Execute statements



+

Shift

+

Enter

New Tab



+

T

Database menu

Query Database



+

U

Reverse Engineer



+

R

SQL

MySQL Workbench Keyboard Shortcuts



Database menu



Forward Engineer

Cmd + G

Synchronize Model

Cmd + Y

Scripting menu

Scripting Shell

Cmd + F3

Run Workbench Script File

Cmd + Shift + R

Help menu

Help Index

F1

EER diagram mode

Selection tool

Esc

Hand tool

H

Delete tool

D

EER diagram mode



Layer tool

L

Note tool

N

Image tool

I

Table tool

T

View tool

V

Routine Group tool

G

Non-Identifying Relationship 1:1

1

Non-Identifying Relationship 1:n

2

Identifying Relationship 1:1

3

Identifying Relationship 1:n

4

Identifying Relationship n:m

5

SQL

MySQL Workbench Keyboard Shortcuts



EER diagram mode



Relationship Using Existing Columns

6

Menu Activation



Move to the menu bar	Alt
Activate the menu for a tool component	Alt + -
Display the context menu	Shift + F10
Display the Query Designer	Ctrl + Shift + Q
Display the New File dialog box	Ctrl + N
Display the New Project dialog box	Ctrl + Shift + N
Display the Open File dialog box	Ctrl + O
Display the Open Project dialog box	Ctrl + Shift + O
Display the Add New Item dialog box	Ctrl + Shift + A
Display the Add Existing Item dialog box	Shift + Alt + A
Close a menu or dialog box, canceling the action	Esc

Windows Management and Toolbar



Close the current MDI child window

Ctrl

+

F4

Close a menu or dialog box

Esc

Print

Ctrl

+

P

Exit

Alt

+

F4

Toggle full screen mode

Shift

+

Alt

+

Enter

Close the current tool window

Shift

+

Esc

Cycle through the next MDI child windows

Ctrl

+

F6

Display the IDE navigator

Ctrl

+

Tab

Cycle through the previous MDI child windows

Ctrl

+

Shift

+

Tab

Moves the insertion point to the drop-down bar

Ctrl

+

F2

Move to the current tool window toolbar

Shift

+

Alt

Microsoft SQL Server 2017 Keyboard Shortcuts



Windows Management and Toolbar



Display the IDE navigator

Alt + **F7**

Move to the next tool window

Alt + **F6**

Move to the previous tool window

Shift + **Alt** + **F7**

Move to the next pane of a split pane view

F6

Move to the previously selected window

Shift + **Alt** + **F6**

Move to the previous pane of a split pane view of a single document

Shift + **F6**

Display the dock menu

Alt + **-**

Display a popup listing all open windows

Ctrl + **Alt** + **▼**

Opens a new query editor window

Ctrl + **O**

Display Object Explorer

F8

Display Registered Servers

Ctrl + **Alt** + **G**

Microsoft SQL Server 2017 Keyboard Shortcuts



Windows Management and Toolbar



Display Template Explorer

Ctrl + **Alt** + **T**

Display Solution Explorer

Ctrl + **Alt** + **L**

Display the Summary Window

F7

Display the Properties Window

F4

Display the Output window

Ctrl + **Alt** + **O**

Display the Task List window

Ctrl + \ + **T**

Toggle between Object Explorer Details list view and Object Explorer Details property pane

F6

Display the Toolbox

Ctrl + **Alt** + **X**

Display the Bookmarks Window

Ctrl + **K**

Display the Browser Window

Ctrl + **Alt** + **R**

Display a smart tag menu of common commands for Web server controls

Shift + **Alt** + **F10**

Windows Management and Toolbar



Display the Error List Window

Ctrl + **E**

Move to the next entry in the Error List window

Ctrl + **Shift** + **F12**

Display the previous page in the viewing history

Alt + **◀**

Display the next page in the viewing history*

Alt + **▶**

Cursor Movement

Move the cursor left



Move the cursor right



Move the cursor up



Move the cursor down



Move the cursor to the beginning of the line

Home

Move the cursor to the end of the line

End

* Available only in the Web browser window

Cursor Movement



Move the cursor to the beginning of the document

Ctrl + **Home**

Move the cursor to the end of the document

Ctrl + **End**

Move the cursor up one screen

PgUp

Move the cursor down one screen

PgDn

Moves the cursor one word to the right

Ctrl + **▶**

Moves the cursor one word to the left

Ctrl + **◀**

Returns the cursor to the last item

Shift + **F8**

Moves the cursor to the top of the document

Ctrl + **PgUp**

Moves to the previous tab in the document

Ctrl + **PgUp**

Moves the cursor to the bottom of the document

Ctrl + **PgDn**

Moves to the next tab in the document

Ctrl + **PgDn**

Text Selection



Select text from the cursor to the beginning of the document

Ctrl + **Shift** + **Home**

Select text from the cursor to the end of the document

Ctrl + **Shift** + **End**

Select text from the cursor to the start of the current line

Shift + **Home**

Moves the cursor to the start of the current line and extends the column selection

Shift + **Alt** + **Home**

Select text from the cursor to the end of the current line

Shift + **End**

Moves the cursor to the end of the line, extending the column selection

Shift + **Alt** + **End**

Select text down line by line starting from the cursor

Shift + **▼**

Moves the cursor down one line, extending the column selection

Shift + **Alt** + **End**

Moves the cursor one character to the left and extends the selection

Ctrl + **Shift** + **Del**

Moves the cursor one character to the left and extends the selection

Shift + **◀**

Moves the cursor one character to the right and extends the selection

Shift + **▶**

Text Selection



Moves the cursor one character to the left and extends the column selection

Shift + **Alt** +

Moves the cursor one character to the right and extends the column selection

Shift + **Alt** +

Move the cursor up one line, extending the selection

Shift + **Alt** +

Extend selection up one page

Shift +

Extend selection down one page

Shift +

Select the entire current document

Ctrl +

Select the word containing the cursor, or the closest word

Ctrl +

Select the current location in the editor, back to the previous location in the editor

Ctrl +

Extend the selection to the top of the current window

Ctrl + **Shift** +

Move the cursor to the last line in view, extending the selection

Ctrl + **Shift** +

Extend the selection one word to the right

Ctrl + **Shift** +

Text Selection



Extend the selection one word to the left

Ctrl + **Shift** + **<**

Move the cursor to the right one word, extending the selection

Ctrl + **Shift** + **Alt** + **>**

Move the cursor to the left one word, extending the selection

Ctrl + **Shift** + **Alt** + **<**

Move the cursor to the next brace, extending the selection

Ctrl + **Shift** + **]**

Select the text from the current location of the cursor to the Navigate Backward

Ctrl + **=**

Go back to the previous document or window in the navigation history

Ctrl + **-**

Go forward to the next document or window in the navigation history

Ctrl + **Shift** + **-**

Swaps the anchor and end points of the current selection

Ctrl + **A**

Moves the cursor to the first line in view, extending the selection

Ctrl + **Shift** + **PgUp**

Moves the cursor to the last line in view, extending the selection

Ctrl + **Shift** + **PgDn**

Bookmark Keyboard



Set or remove a bookmark at the current line

Ctrl + **K**

Next bookmark

Ctrl + **N**

If the current bookmark is in a folder, move to the next bookmark in the folder

Ctrl + **Shift** + **K**

Previous bookmark

Ctrl + **P**

Clear bookmarks

Ctrl + **L**

Tree Control

Collapse tree nodes

- *

Expand all tree nodes

* *

Scroll the tree control up in the window

Ctrl + **▲**

Scroll the tree control down in the window

Ctrl + **▼**

* On the numeric keypad

Code Editor



Toggle the full-screen display

Shift

+

Alt

+

Enter

Scroll text up one line

Ctrl

+



Scroll text down one line

Ctrl

+



Reverse the last editing action

Ctrl

+

Z

Restore the previously undone edit

Ctrl

+

Shift

+

Z

Save the selected item

Ctrl

+

S

Save all

Ctrl

+

Shift

+

S

Close

Ctrl

+

F4

Print

Ctrl

+

P

Exit

Alt

+

F4

Open the current file in a browser

Ctrl

+

Shift

+

W

Code Editor



Delete all text in the current file

Ctrl + **Shift** + **Del**

Display the Go To Line dialog box

Ctrl + **G**

Display the Navigate To dialog box

Ctrl + **+**

Increase line indent

Tab

Decrease line indent

Shift + **Tab**

Make the selected text upper case

Ctrl + **Shift** + **U**

Make the selected text lower case

Ctrl + **U**

Make the selected text a comment

Ctrl + **C**

Uncomment the selected text

Ctrl + **K**

Open a new query with current connection

Ctrl + **N**

Open database in Object Explorer

Alt + **F8**

Code Editor



Specify values for template parameters

Ctrl

+

Shift

+

M

Run the selected portion of the query editor or the entire query editor if nothing is selected

F5

Parse the selected portion of the query editor or the entire query editor if nothing is selected

Ctrl

+

F5

Display the estimated execution plan

Ctrl

+

Shift

+

Alt

+

L

Cancel the executing query

Alt

+

Break

Include actual execution plan in the query output

Ctrl

+

Shift

+

Alt

+

M

Output results in a grid

Ctrl

+

Shift

+

D

Output results in text format

Ctrl

+

T

Output results to a file

Ctrl

+

Shift

+

T

Show or hide the query results pane

Ctrl

+

R

Show the query results pane

Ctrl

+

Shift

+

Alt

+

R

Code Editor



Toggle between query and results pane

F6

Copy the result grid and headers to the clipboard

Ctrl

+

Shift

+

C

Move to the next active window in Management Studio

Alt

+

F6

Open SQL Server Profiler

Ctrl

+

Alt

+

P

Display the Query Designer dialog from the query editor window

Ctrl

+

Shift

+

Q

Run the **sp_help** system stored procedure

Alt

+

F1

Run the **sp_who** system stored procedure

Ctrl

+

1

Run the **sp_lock** system stored procedure

Ctrl

+

2

Run the stored procedure configured for this shortcut in the Tools, Options, Keyboard, Query Shortcuts dialog

Ctrl

+

3

Run the stored procedure configured for this shortcut in the Tools, Options, Keyboard, Query Shortcuts dialog

Ctrl

+

4

Run the stored procedure configured for this shortcut in the Tools, Options, Keyboard, Query Shortcuts dialog

Ctrl

+

5

Microsoft SQL Server 2017 Keyboard Shortcuts



Code Editor



Run the stored procedure configured for this shortcut in the Tools, Options, Keyboard, Query Shortcuts dialog

Ctrl + **5**

Run the stored procedure configured for this shortcut in the Tools, Options, Keyboard, Query Shortcuts dialog

Ctrl + **6**

Run the stored procedure configured for this shortcut in the Tools, Options, Keyboard, Query Shortcuts dialog

Ctrl + **7**

Run the stored procedure configured for this shortcut in the Tools, Options, Keyboard, Query Shortcuts dialog

Ctrl + **8**

Run the stored procedure configured for this shortcut in the Tools, Options, Keyboard, Query Shortcuts dialog

Ctrl + **9**

Run the stored procedure configured for this shortcut in the Tools, Options, Keyboard, Query Shortcuts dialog

Ctrl + **0**

Text Manipulation in Code Editor Keyboard Shortcuts

Insert a new line

Shift + **Enter**

Swap the characters on either side of the cursor (Does not apply to the SQL Editor.)

Ctrl + **T**

Delete one character to the right of the cursor

Del

Delete one character to the left of the cursor

BackSpace
←

Code Editor



Insert the number of spaces configured for the editor

Tab

Insert a blank line above the cursor

Ctrl + Enter

Insert a blank line below the cursor

Ctrl + Shift + Enter

Change the selected text to lowercase

Ctrl + Shift + L

Change the selected text to uppercase

Ctrl + Shift + U

Toggle between insert mode and overtype mode

Ins

Move selected lines to the left on tab stop

Shift + Tab

Delete the word to the right of the cursor

Ctrl + Del

Delete the word to the left of the cursor

Ctrl + BackSpace

Transpose the words on either side of the cursor (Does not apply to the SQL Editor.)

Ctrl + Shift + T

Moves the line containing the cursor below the next line

Shift + Alt + T

Code Editor



Correctly indents the selected lines of code based on the surrounding lines of code

Ctrl + **F**

Set or remove a shortcut in the current line

Ctrl + **H**

Remove the comment syntax from the current line

Ctrl + **U**

Shows or hides spaces and tabs

Ctrl + **R**

Enables or disables word wrap in an editor

Alt + **F**

Collapses all outlining regions to show just the outermost groups in the hierarchy

Ctrl + **M**

Collapses the currently selected outlining region

Ctrl + **S**

Expands all outlining regions on the page

Ctrl + **X**

Expands the currently selected outlining region

Ctrl + **E**

Collapses existing outlining regions

Ctrl + **O**

Hides the selected text. A signal icon marks the location of the hidden text

Ctrl + **H**

Code Editor



Break at function

Ctrl + **B**

Display the Watch 1 window

Ctrl + **Alt** + **W** + **1**

Display the Watch 2 window

Ctrl + **Alt** + **W** + **2**

Display the Watch 3 window

Ctrl + **Alt** + **W** + **3**

Display the Watch 4 window

Ctrl + **Alt** + **W** + **4**

Display the Autos window

Ctrl + **Alt** + **V** + **A**

Display the Locals window

Ctrl + **Alt** + **V** + **L**

Display the Immediate window

Ctrl + **Alt** + **I**

Display the Call Stack window

Ctrl + **Alt** + **C**

Display the Threads window

Ctrl + **Alt** + **H**

Display the Parallel Stacks window.

Ctrl + **Shift** + **D** + **S**

Code Editor



Toggles all text sections previously marked as hidden between the hidden and display states.

Ctrl + **L**

Toggles the currently selected hidden text section between the hidden and display states

Ctrl + **M**

Removes all outlining information in the document

Ctrl + **P**

Removes the outlining information for the currently selected region

Ctrl + **U**

Transact-SQL Debugger

Start or continue debugging

Alt + **F5**

Stop debugging

Shift + **F5**

Step into

F11

Step over

F10

Step out

Shift + **F11**

Step into specific statement

Shift + **Alt** + **F11**

Transact-SQL Debugger



Set next statement	Ctrl + 3
Show next statement	Alt + Num
Implement the Run To Cursor command	Ctrl + F10
Display the QuickWatch dialog box	Ctrl + Alt + Q
Toggle breakpoint	F9
Enable breakpoint	Ctrl + F9
Delete the breakpoint. Only available in the Breakpoints window	Alt + F9 , D
Open the Edit breakpoint labels dialog. Only available in the Breakpoints window	Alt + F9 , L
Delete all breakpoints	Ctrl + Shift + F9
Display the Breakpoints window	Ctrl + Alt + B
Break all	Ctrl + Alt + Break

SQL

Microsoft SQL Server 2017 Keyboard Shortcuts



Transact-SQL Debugger



Display the Parallel Tasks window

Ctrl

+

Shift

+

D

+

K

Microsoft IntelliSense Shortcuts

List members

Ctrl

+

J

Complete word

Ctrl

+

Space

Display quick information

Ctrl

+

K

Display parameter information

Ctrl

+

Shift

+

Space

Copy parameter tip

Ctrl

+

Shift

+

Alt

+

C

Paste parameter tip

Ctrl

+

Shift

+

Alt

+

P

Jump between syntax pairs

Ctrl

+

J

Launch code snippet picker

Ctrl

+

X

Refresh local cache

Ctrl

+

Shift

+

R

Microsoft IntelliSense



Launch Surround with Snippet Picker

Ctrl + **K**

Display the Code Snippet Manager

Ctrl + **B**

Changes the IntelliSense filter level from the Common tab to the All tab

Alt + **+**

Changes the IntelliSense filter level from the All tab to the Common tab

Alt + **.**

Document Window and Browser

Toggle full-screen mode

Shift + **Alt** + **Enter**

Move to the next pane of a split pane view of a document

F6

Move to the previous document in the editor or designer

Ctrl + **Shift** + **F6**

Move to the previous pane of a document in split pane view

Shift + **F6**

Back, display the previous page in the viewing history

Alt + **<**

Forward, display the next page in the viewing history

Alt + **>**

Document Window and Browser



Closes a menu or dialog box, cancels an operation in progress, or places focus in the current window

Esc

Solution Explorer

Display Solution Explorer

Ctrl + **Alt** + **L**

Display the New File dialog box to create a new file

Ctrl + **N**

Display the New Project dialog box to create a new project

Ctrl + **Shift** + **N**

Display the Open File dialog box to open an existing file

Ctrl + **O**

Change the name of the selected object

F2

Help and Books Online

Display help for the current editor window

Shift + **F1**

Help

F1

Display SQL Server Books Online

Ctrl + **F1**

Help and Books Online



Open the Help Library Manager

Ctrl + **Alt** + **F1**

Display the SQL Server Resource Center Web page

Ctrl + **Alt** + **F2**

Display help for the current editor window

Shift + **F1**

Search

Display the Find dialog box

Ctrl + **F**

Displays the definition for the selected symbol

F12

Display the Replace dialog box

Ctrl + **H**

Start incremental search

Ctrl + **I**

Find the next occurrence of the previous search text

F3

Find the previous occurrence of the search text

Shift + **F3**

Search



Display the Replace in Files dialog box

Ctrl + **Shift** + **H**

Reverse incremental search so it starts at the bottom of the file and searches to the top

Ctrl + **Shift** + **I**

Select or clear the Search up option in Find and Replace

Alt + **F3** + **B**

Stop the Find in Files search

Alt + **F3** + **S**

Select or clear the Find whole word option in Find and Replace

Alt + **F3** + **W**

Selects or clears the Wildcard option in Find and Replace

Alt + **F3** + **P**

Place the caret in the Find/Command box of the Standard toolbar

Ctrl + **/**

Cut and Paste

Cut

Ctrl + **X**

Cuts all of the selected lines, or the current line if nothing is selected

Ctrl + **L**

Copy to the Clipboard

Ctrl + **C**

Search



Paste from the Clipboard at the insertion point

Ctrl + **V**

Pastes an item from the Clipboard Ring at the insertion point

Ctrl + **Shift** + **V**

Activity Monitor

Launches Activity Monitor

Ctrl + **Alt** + **A**

Closes Activity Monitor

Ctrl + **F4**

Refresh

F5

Filter the monitor display

Ctrl + **Shift** + **F**

Cycle through panels

F6

Expand or collapse selected pane

Ctrl + **+** or **-**

Expand or collapse all panes

+ or **-**

Copies entire selected row in grid

Ctrl + **C**

SQL

Microsoft SQL Server 2017 Keyboard Shortcuts



Activity Monitor Keyboard Shortcuts



Copy cell

Ctrl + **Shift** + **C**

Drop-down for filtering in grid

Alt + **▼**

Scroll up or down Activity Monitor

Ctrl + **Alt** + **▲** or **▼**

Replication Conflict Viewer

Define filter

F6

Apply filter

F7

Show all columns

F8

Query Designer

Cancels or stops the currently running query

Ctrl + **T**

Displays the diagram pane of the Query Designer

Ctrl + **1**

Displays the criteria pane of the Query Designer

Ctrl + **2**

Replication Conflict Viewer



Displays the SQL pane of the Query Designer

Ctrl + **3**

Displays the results pane of the Query Designer

Ctrl + **4**

Run the query specified in the Query Designer

Ctrl + **R**

When in the results pane, moves focus to the tool strip docked at the bottom of the designer

Ctrl + **G**

Enables JOIN mode in the Query Designer

Ctrl + **Shift** + **J**

Designer

Move the selected control down in increments of 8 on the design surface



Move the selected control left in increments of 8 on the design surface



Move the selected control right in increments of 8 on the design surface



Move the selected control up in increments of 8 on the design surface



Increases the height of the selected control in increments of 8

Shift + **▼**

Microsoft SQL Server 2017 Keyboard Shortcuts



Designer



Reduces the width of the selected control in increments of 8

Shift +

Increases the width of the selected control in increments of 8

Shift +

Decreases the height of the selected control in increments of 8

Shift +

Moves to the next control on the page

Tab

Moves to the previous control on the page

Shift + **Tab**

Display the grid on the design surface

Enter

Desktop Runtime



Display the runtime's About box

Alt + **Shift** + **A**

Open the runtime preferences dialogue

Alt + **Shift** + **P**

Open an arbitrary URL

Alt + **Shift** + **U**

Quit

Ctrl + **Q**

Zoom in

Ctrl + **+**

Zoom out

Ctrl + **-**

Reset the zoom level

Ctrl + **0**

SQL Editors

Move to the beginning of the line

Alt + **<**

Move to the end of the line

Alt + **>**

Move left one word

Ctrl + **Alt** + **<**

SQL Editors



Move right one word

Ctrl + **Alt** + **→**

Comment selected code (Inline)

Ctrl + **/**

Uncomment selected code (Inline)

Ctrl + **.**Comment/Uncomment
code (Block)**Ctrl** + **Shift** + **/**

Select all

Ctrl + **A**

Copy selected text to the clipboard

Ctrl + **C**

Redo last edit un-done

Ctrl + **R**

Paste text from the clipboard

Ctrl + **V**

Undo last edit

Ctrl + **Z**

Indent selected text

Tab

Un-indent selected text

Shift + **Tab**

Query Tool



Execute query

F5

EXPLAIN query

F7

EXPLAIN ANALYZE query

Shift

+

F7

Execute query to CSV file

F8

Jump (to line:column)

Alt

+

G

Auto-complete

Alt

+

Space

Find

Ctrl

+

F

Find next

Ctrl

+

G

Find previous

Ctrl

+

Shift

+

G

Replace

Ctrl

+

Shift

+

F

Desktop Runtime



Display the runtime's About box

Option + Shift + A

Open the runtime preferences dialogue

Option + Shift + U

Open an arbitrary URL

Option + Shift + U

Quit

⌘ + Q

Zoom in

⌘ + +

Zoom out

⌘ + -

Reset the zoom level

⌘ + 0

SQL Editors

Move to the beginning of the line

Option + ⌘ ←

Move to the end of the line

Option + ⌘ →

Move left one word

⌘ + Option + ⌘ ←

SQL

PostgreSQL Keyboard Shortcuts



SQL Editors



Move right one word

⌘ + ⌥ + ▶

Comment selected code (Inline)

⌘ + /

Uncomment selected code (Inline)

⌘ + .

Comment/Uncomment code (Block)

⌘ + Shift + /

Select all

⌘ + A

Copy selected text to the clipboard

⌘ + C

Redo last edit un-done

⌘ + R

Paste text from the clipboard

⌘ + V

Undo last edit

⌘ + Z

Indent selected text

Tab

Un-indent selected text

Shift + Tab

SQL

PostgreSQL Keyboard Shortcuts



Query Tool Keyboard Shortcuts for Mac



Execute query

F5

EXPLAIN query

F7

EXPLAIN ANALYZE query

Shift

+

F7

Execute query to CSV file

F8

Jump (to line:column)

Alt

+

G

Auto-complete

Ctrl

+

Space

Find

⌘

+

F

Find next

⌘

+

G

Find previous

⌘

Shift

+

G

Replace

⌘

Shift

+

F



Display the code completion list

Ctrl

+

.

Execute current statement

F9

Execute all statements, in order,
one at a time

F5

Comment the selected line

Ctrl

+

-

Uncomment the selected line

Ctrl

+

Shift

+

-

Collapses all code regions

Ctrl

+

J

Expands all code regions

Ctrl

+

M

Stops script execution

Alt

+

Pause

Sets a numbered bookmark at the
selected line

Ctrl

+

Shift

+

0

-

9

Goes to the numbered bookmark

Ctrl

+

0 - 9

Converts the selected text to
lowercase

Ctrl

+

L



Display the code completion list

Ctrl +

Selects an item and close the code completion list

Ctrl + **Space**

Expands a node in the code completion list

Ctrl +

Collapses a node in the code completion list

Ctrl +

Comment the selected line

Ctrl +

Uncomment the selected line

Ctrl + **Shift** +

Move the cursor to the beginning of the line

Move the cursor to the end of the line

Move the cursor to the beginning/end of the file

Ctrl + **Home** / **End**

Step from cursor

Shift + **F12**

Step into

F7



Step out

Shift

+

F7

Step over

F8

Run to breakpoint

F11

Run to cursor

F12

Set breakpoint

Ctrl

+

B

Add watch at cursor

Ctrl

+

W

Delete the selected text (if text is selected)

BackSpace


Delete text to the beginning of the previous word

Ctrl

+

BackSpace


Delete the entire script

Ctrl

+

Shift

+

Del

Find text

Ctrl

+

F

Find the next occurrence of text

F3



Find the previous occurrence of text

Shift

+

F3

Go to line number

Ctrl

+

G

Perform an incremental search

Ctrl

+

I

Perform a reverse incremental search

Ctrl

+

Shift

+

I

Indent the selected line

Tab

Outdent the selected line

Shift

+

Tab

Start/Stop recording a macro

Ctrl

+

Shift

+

R

Play the recorded macro

Ctrl

+

Shift

+

P

Invoke objects search

F4

Describe the object next to the cursor

F4

+

Shift

Toggle between the Editor and Data Grid

F6



Copies the selected text to the clipboard

Ctrl + **C**

Cuts the selected text for pasting in the clipboard

Ctrl + **X**

Pastes text from the clipboard

Ctrl + **V**

Send SQL to Query Builder

Ctrl + **D**

Recall the previous SQL statement

Shift + **F8**

Automatically replace a misspelled word, inserts symbols, and expands text.

<auto-replace token> + **Space**

Display the Code Snippets folder browser

Ctrl + **Space**

Insert the code snippet template

<code snippet shortcut name> + **Ctrl** + **Shift**

Set the column value for the current cell to Null in the data grid

Ctrl + **Del**

Tableau





Select all data

Ctrl

+

A

Use Rectangular Selection tool

A

Smaller cell size

Ctrl

+

B

Bigger cell size

Ctrl

Shift

+

B

Copy selected data

Ctrl

+

C

Place selected field on
Columns shelf

Ctrl

Shift

+

C

Connect to data source

Ctrl

+

D

Use Lasso Selection Tool

D

Describe sheet

Ctrl

+

E

Makes the find command in the
Data pane active

Ctrl

+

F

Place selected field on Filters shelf

Alt

Shift

+

F



Switch in and out of Presentation Mode

Ctrl

+

H

Switch in and out of Presentation Mode

F7

Place selected field on Size

Alt

+

Shift

+

I

Flip orientation of column labels at bottom of view

Ctrl

+

L

Place selected field on Detail

Alt

+

Shift

+

L

New worksheet

Ctrl

+

N

New workbook

Ctrl

+

N

Open file

Ctrl

+

O

Place selected field on Color

Alt

+

Shift

+

O

Print

Ctrl

+

P

Place selected field on Pages shelf

Alt

+

Shift

+

P



Place selected field on Rows shelf

Alt + **Shift** + **R**

Save file

Ctrl + **S**

Use Radial Selection Tool

S

Place selected field on Shape

Alt + **Shift** + **S**

Place selected field on Text/Label

Alt + **Shift** + **T**

Paste clipboard

Ctrl + **V**

Swap rows and columns

Ctrl + **W**Cut text selection (e.g., in captions,
titles, formulas, etc.)**Ctrl** + **X**

Place selected field on Rows shelf

Alt + **Shift** + **X**

Redo

Ctrl + **Y**Place selected field on
Columns shelf**Alt** + **Shift** + **Y**



Clear the current worksheet

Alt + **Shift** + **BackSpace**

Make rows narrower

Ctrl + **<**

Make rows wider

Ctrl + **>**

Make columns shorter

Ctrl + **▼**

Make columns taller

Ctrl + **▲**

Show Me!

Ctrl + **1**Add the selected field to the sheet.
Only works with a single field**Enter**

Opens the Help

F1

Closes the current workbook

Alt + **F4**Starts and stops forward playback
on the pages shelf**F4**Starts and stops backward playback
on the pages shelf**Shift** + **F4**



Refreshes the data source

F5

Skip forward one page

Ctrl + .

Skip backward one page

Ctrl + ,

Cycle forward through open worksheets

Ctrl + Tab

Cycle forward through open worksheets

Ctrl + F6

Cycle backward through open worksheets

Ctrl + Shift + Tab

Cycle backward through open worksheets

Ctrl + Shift + F6

Run update

F9

Toggles Automatic Updates on and off

F10

Reverts workbook to last saved state

F12

Clears the selection (Desktop and Reader only)

Esc



Selects the mark

Click

Selects a group of marks

Drag

Adds individual marks
to the selection**Ctrl** + ClickAdds a group of marks to the
selection**Ctrl** + Drag

Pans around the view

Shift + DragZooms in to a point in the view
(requires zoom mode if not map)

Double-click

Zooms out from a point on a map
(requires zoom mode if not map)**Ctrl** + **Shift** + **Alt** + Click

Zooms out

Shift + Double-clickZooms in to an area in the view
(requires zoom mode if not map)**Ctrl** + **Shift** + Drag

Zooms in and out on a map

Scroll

Drags a row and scrolls through a
long list simultaneously

Click + Drag to bottom of pane + Hold

Field Selection Keyboard Shortcuts



Opens the Drop Field menu

Right-click + Drag to shelf

Copies a field in the view to be placed on another shelf or card

Ctrl + Drag

Adds a field to the view

Double-click



Select all data



+

A

Use Rectangular Selection tool

A

Smaller cell size



+

B

Bigger cell size



+

Shift

B

Copy selected data



+

C

Place selected field on
Columns shelf

Option

+

Shift

C

Connect to data source



+

D

Use Lasso Selection Tool

D

Describe sheet



+

E

Makes the find command in the
Data pane active

+

F

Place selected field
on Filters shelf

Option

+

Shift

F



Enter/Exit Full Screen

 +  + Switch in and out of
Presentation Mode + 

Place selected field on Size

 +  + 

Place selected field on Detail

 +  + 

New worksheet

 + 

New workbook

 + 

Open file

 + 

Place selected field on Color

 +  + 

Print

 + 

Place selected field on Pages shelf

 +  + 



Save file



+

S

Use Radial Selection Tool

S

Place selected field on Shape

Option

+

Shift

+

S

Place selected field on Text/Label

Option

+

Shift

+

T

Paste clipboard



+

V

Swap rows and columns

Ctrl

+

X

+

W

Cut text selection (e.g., in captions,
titles, formulas, etc.)

+

X

Place selected field on Rows shelf

Option

+

Shift

+

X

Redo



+

Shift

+

Z

Place selected field on
Columns shelf

Option

+

Shift

+

Y

Undo



+

Z



Clear the current worksheet

Option + **Shift** + **Del**

Make rows narrower

Ctrl +  + 

Make rows wider

Ctrl +  + 

Make columns shorter

Ctrl +  + 

Make columns taller

Ctrl +  + 

Show Me!

 + Add the selected field to the sheet.
Only works with a single field

Opens the Help

Ctrl +  + 

Closes the current workbook

 + 



Refreshes the data source



+

R

Skip forward one page



+



Skip forward one page



+



Cycle forward through open
worksheets

Shift



+



Cycle backward through open
worksheets

Shift



+



Run update

Shift



+



Toggles Automatic
Updates on and off

Option



+



Reverts workbook to
last saved state

Option



+



Clears the selection (Desktop and
Reader only)

Esc



Selects the mark

Click

Selects a group of marks

Drag

Adds individual marks
to the selection

+ Click

Adds a group of marks to the
selection

+ Drag

Pans around the view



+ Drag

Zooms in to a point in the view
(requires zoom mode if not map)

Double-click

Zooms out from a point on a map
(requires zoom mode if not map)

+ Option



+ Click

Zooms out



+ Double-click

Zooms in to an area in the view
(requires zoom mode if not map)

+ Drag

Zooms in and out on a map

Scroll

Drags a row and scrolls through a
long list simultaneously

Click

+ Scroll



+ Hold



Opens the Drop Field menu

Option

+ Drag to shelf

Copies a field in the view to be placed on another shelf or card



+ Drag

Adds a field to the view

Double-click

Excel





Copy a cell

Ctrl + **C**

Paste a copied cell

Ctrl + **V**

Cut a cell

Ctrl + **X**

Undo

Ctrl + **Z**

Paste Special

Alt + **E** + **S**Extend current
cell selection by one**Shift** + *Arrow*Extend the selection
to the last nonblank cell**Ctrl** + **Shift** + *Arrow*

Switch the window

Alt + **Tab**

Move through sheets (downwards)

Ctrl + **PgDn**

Move through sheets (upwards)

Ctrl + **PgUp**

Select an Area of Cells Keyboard Shortcuts



Extend the selection by one cell

Shift + *Arrow*

Select a row

Shift + **Space**

Select a column

Ctrl + **Space**

Select the entire sheet

Ctrl + **A**

Select visible cells only

Alt + ;

Select cells with comments

Ctrl + **Shift** + **O**

Extend the selection downwards
(one screen)

Shift + PgDn

Extend the selection upwards
(one screen)

Shift + PgUp

Extend the selection to the
beginning of the row

Shift + Home

Extend the selection to the last
nonblank cell

Ctrl + **Shift** + *Arrow*



Edit cell

F2

Obtain the same cell as above
(fill down)

Ctrl

+

D

Obtain the same cell as the one to
the left (fill right)

Ctrl

+

R

Repeat last operation

F4

Repeat last operation (Redo)

Ctrl

+

Y

Delete text in the formula bar
(until the end of the line)

Ctrl

+

Del

Type on a new line within
the same cell

Alt

+

Enter

Create/Edit a comment

Shift

+

F2



Bold

Ctrl

B

Find

Ctrl

F

Italic

Ctrl

I

Underline

Ctrl

U

Replace

Ctrl

H

Print

Ctrl

P

Save

Ctrl

S

Delete a cell, column, row

Ctrl

-

Insert a cell, column, row

Ctrl

Shift

+

Open a workbook

Ctrl

O

Minimize workbook

Ctrl

F9



Select a font size

Alt + **H** + **F** **S**

Select a font

Alt + **H** + **F** **F**

Align text

Alt + **H** + **A** **L** / **A** **C** / **A** **R**

Merge & Center

Alt + **H** + **M** + **C**

Wrap text

Alt + **H** + **W**

Change number format

Alt + **H** + **N**

Insert a Pivot Table

Alt + **N** + **V**

Insert a filter

Alt + **A** + **T**

Freeze Panes

Alt + **W** + **F** + **F**

Open a workbook

Alt + **R** + **F** **S**** For combinations generated with "Alt", press buttons one after the other*

“Paste Special” * Keyboard Shortcuts



Paste special

Alt + **E** + **S**

Paste Special Values

Alt + **E** + **S** + **V**

Paste Special Formats

Alt + **E** + **S** + **T**

Paste Special Formulas

Alt + **E** + **S** + **F**Paste Special Formulas
and number formats**Alt** + **E** + **S** + **R**

Multiply by a copied cell

Alt + **E** + **S** + **M**

Divide by a copied cell

Alt + **E** + **S** + **I**

Transpose

Alt + **E** + **S** + **E**

Paste Special Column width

Alt + **E** + **S** + **W**

* For combinations generated with “Alt”, press buttons one after the other



"Go To" window

F5

Fix the row and column reference
of a cell (in the formula bar)

F4

"Select Special"

F5 + Alt + S

Insert a blank sheet

Shift + F11

Save as

F12

Select directly or indirectly
connected cells

Ctrl + Shift + {

Ungroup rows/columns

Alt + Shift + ▲

Group Rows/columns

Alt + Shift + ▶

Format cells

Ctrl + 1

Close Excel

Alt + F4

Basic Keyboard Shortcuts



Copy a cell



+

C

Paste a copied cell



+

V

Cut a cell



+

X

Undo



+

Z

Paste Special



+

Option

+

V

Extend current cell selection by one

Shift

+

Arrow

Extend the selection to the last nonblank cell



+

Shift

+

Arrow

Switch the window



+

Tab

Move through sheets (downwards)

Option

+



Move through sheets (upwards)

Option

+



Select an Area of Cells Keyboard Shortcuts



Extend the selection by one cell

Shift

+

Arrow

Select a row

Shift

+

Space

Extend the selection to
the last nonblank cell



+

Shift

+



/



Select a column



+

Space

Extend the selection upwards
(one screen)

Shift

+

PgUp

Select the entire sheet



+

A

Extend the selection downwards
(one screen)

Shift

+

PgDn

Select visible cells only



Shift

+

Shift

+

*

Extend the selection to the
beginning of the row

Shift

+

Home

Select cells with comments



Shift

+

Shift

+

O



Edit cell

F2

Obtain the same cell as above
(fill down)

+

D

Repeat last operation

F4

Obtain the same cell as the one to
the left (fill right)

+

R

Repeat last operation (Redo)



+

Shift

+

Y

Delete text in the formula bar
(until the end of the line)

+

Del

Start a new Line in the same cell



+

Option

+

Enter

Create/Edit a comment

Shift

+

F2

SPSS





Start a new file

Ctrl + **N**

Open an existing file

Ctrl + **O**

Save the active dataset to a file

Ctrl + **S**

Print the active file

Ctrl + **P**

Stops the processor

Ctrl + **.**

Next variable (right)

Tab / **▶**

Previous variable (left)

Shift + **Tab** + **◀**

Next case (down)

Enter / **▼**

Previous case (up)

▲

First variable

Ctrl + **◀**

Last variable

Ctrl + **▶**



First case

Ctrl

+



Last case

Ctrl

+



First variable, first case

Ctrl

+

Home

Last variable, last case

Ctrl

+

End

Scroll down/up a page

PgUp

/

PgDn

Select current case (row)

Shift

+

Space

Select current variable (column)

Ctrl

+

Space

Select current cell and cell to left

Shift

+



Select current cell and cell to right

Shift

+



Select current cell and cell above

Shift

+



Select current cell and cell below

Shift

+





Copy selection

Ctrl + **C**

Cut selection

Ctrl + **X**

Paste selection

Ctrl + **V**

Delete selection

Del

Undo an action in a previously edited cell

Ctrl + **Z**

Redo an action in a previously edited cell

Ctrl + **Y**

Find data within a variable

Ctrl + **F**Edit contents of current cell
(Enter Edit mode)**F2**Finish editing cell contents
(Exit Edit mode)**Enter**

Next/previous character

< / **>**

Extend selection

Shift + **<** / **>**



Next cell (right); Exit Edit mode

Tab

Previous cell (left); Exit Edit mode

Shift

+

Tab

Move to start of value

Home

Move to end of value

End

Select to start of value

Shift

+

Home

Select to end of value

Shift

+

End

Restore cell contents

Esc

Switch between Data/Variable view

Ctrl

+

T

Activate Variable Type, Value Labels,
and Missing Values dialog boxes

Space

Activate drop-down lists for Align and
Measure columns

Alt

+

▼



Start a new file

⌘ + N

Open an existing file

⌘ + O

Save the active dataset to a file

⌘ + S

Print the active file

⌘ + P

Stops the processor

⌘ + .

Next variable (right)

Tab / ►

Previous variable (left)

Shift + Tab / ◀

Next case (down)

Enter / ▼

Previous case (up)

▲

First variable

Ctrl + ◀

Last variable

Ctrl + ►



First case

Ctrl + ▲

Last case

Ctrl + ▼

First variable, first case

Ctrl + Home

Last variable, last case

Ctrl + End

Scroll down/up a page

PgDn / **PgUp**

Select current case (row)

Shift + Space

Select current variable (column)

Ctrl + Space

Select current cell and cell to left

Shift + ▲

Select current cell and cell to right

Shift + ▼

Select current cell and cell above

Shift + ▲

Select current cell and cell below

Shift + ▼



Copy selection

+

Cut selection

+

Paste selection

+

Delete selection

Undo an action in a
previously edited cell

+

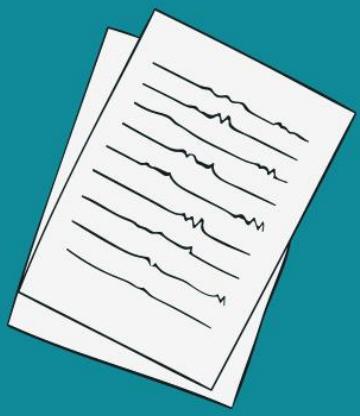
Redo an action in a
previously edited cell

+

Find data within a variable

+

SAS



Abbreviation Keyboard Shortcuts



Add a new abbreviation

Ctrl

+

Shift

+

A

Bring up word tip

Alt

+

F1

+

No selection

Hide the current word tip

Esc

Code Folding

Collapse all folding blocks

Alt

+

Ctrl

+

-

*

Collapse current line

Alt

+

-

*

Expand all folding blocks

Alt

+

Ctrl

+

+

*

Expand current line

Alt

+

+

*

Toggle expand current line

Alt

+

*

*

**Please, use the number pad button.*

Command and Macro Support Shortcuts



Add or change macros

Ctrl + **Shift** + **M**

Execute the last recorded macro

Ctrl + **F1**

Play a command and macro

Alt + **F8**

Start and Complete macro

Alt + **Shift** + **R**

Edit

Copy selection

Ctrl + **C**

Cut selection

Ctrl + **X**

Cut selection

Shift + **Del**

Delete current character

Del

Delete previous character

BackSpace


Delete previous character

Shift + **BackSpace**


Edit



Delete to next word start

Ctrl + **Del**

Delete to previous word start

Ctrl + **BackSpace** ←

Insert a carriage return

Enter

Paste from clipboard

Ctrl + **V**

Redo

Ctrl + **Y**

Redo

Alt + **Shift** + **BackSpace** ←

Undo

Ctrl + **Z**

Undo

Alt + **BackSpace** ←

Help

Get Help for a SAS procedure

F1 *

Context Help

F1**Place the insertion point within a procedure name and press F1*

Line Markers



Go to the next marked line

F2

Go to the previous marked line

Shift

+

F2

Toggle marker on the current line

Ctrl

+

F2

Navigation

Go to line (interactive)

Ctrl

+

G

Move cursor to the top of the file

Ctrl

+

PgUp

Move cursor to the top of the file

Ctrl

+

Home

Move cursor to the bottom of the file

Ctrl

+

PgDn

Move cursor to the bottom of the file

Ctrl

+

End

Move cursor down

▼

Move cursor down a page

PgDn

**Place the insertion point within a procedure name and press F1*

Navigation



Move cursor left



Move cursor right



Move cursor to beginning of line

Home

Move cursor to end of line

End

Move cursor to matching brace and parentheses

Ctrl

+

[

/

]

Move cursor to matching DO and END keyword

Alt

+

[

/

]

Move cursor to next case change

Alt

+

▶

Move cursor to next word start

Ctrl

+

▶

Move cursor to previous case change

Alt

+

◀

Move cursor to previous word start

Ctrl

+

◀

Move cursor up



Navigation



Move cursor up a page

PgUp

Move cursor to the first visible line

Alt + ▲

Move cursor to the last visible line

Alt + ▼

Scroll screen down

Ctrl + ▲

Scroll screen up

Ctrl + ▼

Option Setting

Toggle insert and overwrite mode

Ins

Selection

Extend selection character left

Shift + ◀

Extend selection character right

Shift + ▶

Extend selection down

Shift + ▼

Selection



Extend selection down a page

Shift + **PgDn**

Extend selection to beginning of document

Ctrl + **Shift** + **Home**

Extend selection to beginning of document

Ctrl + **Shift** + **PgUp**

Extend selection to beginning of line

Shift + **Home**

Extend selection to end of document

Ctrl + **Shift** + **End**

Extend selection to end of document

Ctrl + **Shift** + **PgDn**

Extend selection to end of line

Shift + **End**

Extend selection to next case change

Alt + **Shift** + **▶**

Extend selection to previous case change

Alt + **Shift** + **◀**

Extend selection up

Shift + **▲**

Extend selection up a page

Shift + **PgUp**

Selection



Extend selection to previous word start

Ctrl + **Shift** + 

Extend selection to the next word start

Ctrl + **Shift** + 

Select all

Ctrl + **A**

Selection Operations

Clean up whitespace characters

Ctrl + **Shift** + 

Comment the selection with line comments

Ctrl + 

Convert the selected text to lowercase

Ctrl + **Shift** + 

Convert the selected text to uppercase

Ctrl + **Shift** + 

Tab selection

Tab + *Selection*

Undo the Comment

Ctrl + **Shift** + 

Left Tab selection

Shift + **Tab** + *Selection*