

Org-Mode Reference Card

(for version 9.7.39)

Getting Started

To read the on-line documentation try `M-x org-info`

Visibility Cycling

rotate current subtree between states `TAB`
rotate entire buffer between states `S-TAB`
restore property-dependent startup visibility `C-u C-u TAB`
show the whole file, including drawers `C-u C-u C-u TAB`
reveal context around point `C-c C-r`
toggle indented view `M-x org-indent-mode`

Motion

next/previous heading `C-c C-n/p`
next/previous heading, same level `C-c C-f/b`
backward to higher level heading `C-c C-u`
jump to another place in document `C-c C-j`
previous/next plain list item `S-UP/DOWN[2]`

Structure Editing

insert new heading/item at current level `M-RET`
insert new heading after subtree `C-RET`
insert new TODO entry/checkbox item `M-S-RET`
insert TODO entry/akbx after subtree `C-S-RET`
turn (head)line into item, cycle item type `C-c -`
turn item/line into headline `C-c *`
promote/demote heading `M-LEFT/RIGHT`
promote/demote current subtree `M-S-LEFT/RIGHT`
move subtree/list item up/down `M-UP/DOWN`
move the line at point up/down `M-S-UP/DOWN`
sort subtree/region/plain-list `C-c ~`
clone a subtree `C-c C-x c`
copy visible parts of the region `C-c C-x v`
kill/copy subtree `C-c C-x C-w/M-w`
yank subtree `C-c C-x C-y or C-y`
narrow buffer to subtree / widen `C-x n s/w`

Capture - Refile - Archiving

capture a new item (`C-u C-u = goto last`) `C-c c [1]`
refile subtree (`C-u C-u = goto last`) `C-c C-w`
archive subtree using the default command `C-c C-x C-a`
move subtree to archive file `C-c C-x C-s`
toggle ARCHIVE tag / to ARCHIVE sibling `C-c C-x a/A`
force cycling of an ARCHIVEd tree `C-c C-TAB`

Filtering and Sparse Trees

construct a sparse tree by various criteria `C-c /`
view TODO's in sparse tree `C-c / t/T`
global TODO list in agenda mode `C-c a t [1]`

Tables

Creating a table

just start typing, e.g. `|Name|Phone|Age RET | - TAB`
convert region to table `C-c |`
... separator at least 3 spaces `C-3 C-c |`

Commands available inside tables

The following commands work when the cursor is *inside a table*.
Outside of tables, the same keys may have other functionality.

Re-aligning and field motion

re-align the table without moving the cursor `C-c C-c`
re-align the table, move to next field `TAB`
move to previous field `S-TAB`
re-align the table, move to next row `RET`
move to beginning/end of field `M-a/e`

Row and column editing

move the current column left `M-LEFT/RIGHT`
kill the current column `M-S-LEFT`
insert new column to left of cursor position `M-S-RIGHT`
move the current row up/down `M-UP/DOWN`
kill the current row or horizontal line `M-S-UP`
insert new row above the current row `M-S-DOWN`
insert hline below (`C-u` : above) current row `C-c -`
insert hline and move to line below it `C-c RET`
sort lines in region `C-c ~`

Regions

cut/copy/paste rectangular region `C-c C-x C-w/M-w/C-y`

Miscellaneous

to limit column width to N characters, use `...| <N> |...`
edit the current field in a separate window `C-c '`
make current field fully visible `C-u TAB`
export as tab-separated file `M-x org-table-export`
import tab-separated file `M-x org-table-import`
sum numbers in current column/rectangle `C-c +`

Tables created with the table.el package

insert a new table.el table `C-c ~`
recognize existing table.el table `C-c C-c`
convert table (Org-mode ↔ table.el) `C-c ~`

Spreadsheet

Formulas typed in field are executed by TAB, RET and C-c C-c.
= introduces a column formula, := a field formula.

Example: Add Col1 and Col2 `|=$1+$2|`
... with printf format specification `|=$1+$2;%.2f|`
... with constants from constants.el `|=$1/$c/$cm|`
sum from 2nd to 3rd hline `|:=vsum(@II...@III)|`
apply current column formula `| = |`
set and eval column formula `C-c =`
set and eval field formula `C-u C-c =`
re-apply all stored equations to current line `C-c *`
re-apply all stored equations to entire table `C-u C-c *`
iterate table to stability `C-u C-u C-c *`
rotate calculation mark through # * ! ^ _ \$ `C-#`
show line, column, formula reference `C-c ?`
toggle grid / debugger `C-c }/{`

Formula Editor

edit formulas in separate buffer `C-c '`
exit and install new formulas `C-c C-c`
exit, install, and apply new formulas `C-u C-c C-c`
abort `C-c C-q`
toggle reference style `C-c C-r`
pretty-print Lisp formula `TAB`
complete Lisp symbol `M-TAB`
shift reference point `S-cursor`
shift test line for column references `M-up/down`
scroll the window showing the table `M-S-up/down`
toggle table coordinate grid `C-c }`

Links

globally store link to the current location `C-c l [1]`
insert a link (TAB completes stored links) `C-c C-l`
insert file link with file name completion `C-u C-c C-l`
edit (also hidden part of) link at point `C-c C-l`
open file links in emacs `C-c C-o`
...force open in emacs/other window `C-u C-c C-o`
open link at point `mouse-1/2`
...force open in emacs/other window `mouse-3`
record a position in mark ring `C-c %`
jump back to last followed link(s) `C-c &`
find next link `C-c C-x C-n`
find previous link `C-c C-x C-p`
edit code snippet of file at point `C-c ,`
toggle inline display of linked images `C-c C-x C-v`

Working with Code (Babel)

execute code block at point `C-c C-c`
open results of code block at point `C-c C-o`
check code block at point for errors `C-c C-v c`
insert a header argument with completion `C-c C-v j`
view expanded body of code block at point `C-c C-v v`
view information about code block at point `C-c C-v I`
go to named code block `C-c C-v g`
go to named result `C-c C-v r`
go to the head of the current code block `C-c C-v u`
go to the next code block `C-c C-v n`
go to the previous code block `C-c C-v p`
demarcate a code block `C-c C-v d`
execute next key sequence in code edit buffer `C-c C-v x`
execute all code blocks in current buffer `C-c C-v b`
execute all code blocks in current subtree `C-c C-v s`
tangle code blocks in current file `C-c C-v t`
tangle code blocks in supplied file `C-c C-v f`
ingest all code blocks in supplied file into the Library of Babel `C-c C-v i`
switch to the session of the current code block `C-c C-v z`
load the current code block into a session `C-c C-v l`
view sha1 hash of the current code block `C-c C-v a`

Completion and Template Insertion

In-buffer completion completes TODO keywords at headline start, TeX macros after “\”, option keywords after “#-”, TAGS after “:”, and dictionary words elsewhere.
complete word at point `M-TAB`
structure template (insert or wrap region) `C-c C-`,

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TODO Items and Checkboxes

rotate the state of the current item
select next/previous state
toggle ORDERED property
view TODO items in a sparse tree
view 3rd TODO keyword's sparse tree
set the priority of the current item
remove priority cookie from current item
raise/lower priority of current item
insert new checkbox item in plain list
toggle checkbox(es) in region/entry/at point
toggle checkbox at point
update checkbox statistics (C-u : whole file)

Tags

set tags for current headings
realign tags in all headings
create sparse tree with matching tags
globally (agenda) match tags at cursor

Properties and Column View

set property/effort
special commands in property lines
next/previous allowed value
turn on column view
capture columns view in dynamic block
quit column view
show full value
edit value
next/previous allowed value
edit allowed values list
make column wider/narrower
move column left/right
add new column
Delete current column

Timestamps

prompt for date and insert timestamp
like C-c . but insert date and time format
like C-c . but make stamp inactive
insert DEADLINE timestamp
insert SCHEDULED timestamp
create sparse tree with all deadlines due
the time between 2 dates in a time range
change timestamp at cursor ±1 day
change year/month/day at cursor by ±1
access the calendar for the current date
insert timestamp matching date in calendar
access agenda for current date
select date while prompted
toggle custom format display for dates/times

Clocking time

start/cancel clock on current item
stop/cancel clock on current item
display total subtree times
remove displayed times
insert/update table with clock report

Agenda Views

add/move current file to front of agenda
remove current file from your agenda
cycle through agenda file list
set/remove restriction lock
compile agenda for the current week
compile global TODO list
compile TODO list for specific keyword
match tags, TODO kwds, properties
match only in TODO entries
find stuck projects
configure custom commands
agenda for date at cursor

Commands available in an agenda buffer

View Org file

show original location of item
show and recenter window
goto original location in other window
goto original location, delete other windows
show subtree in indirect buffer, ded. frame
toggle follow-mode

Change display

delete other windows
view mode dispatcher
switch to day/week/month/year/def view
toggle diary entries / time grid / habits
toggle entry text / clock report
toggle display of logbook entries
toggle inclusion of archived trees/files
refresh agenda buffer with any changes
filter with respect to a tag
save all org-mode buffers
display next/previous day,week,...
goto today / some date (prompt)

Remote editing

digit argument
change state of current TODO item
kill item and source
archive default
refile the subtree
set/show tags of current headline
set effort property (prefix=nth)
set / compute priority of current item
raise/lower priority of current item
run an attachment command
schedule/set deadline for this item
change timestamp one day earlier/later
change timestamp to today
insert new entry into diary

start/stop/cancel the clock on current item
jump to running clock entry
mark / unmark / execute bulk action
Misc
follow one or offer all links in current entry
Calendar commands
find agenda cursor date in calendar
compute agenda for calendar cursor date
show phases of the moon
show sunrise/sunset times
show holidays
convert date to other calendars
Quit and Exit
quit agenda, remove agenda buffer
exit agenda, remove all agenda buffers

LaTeX and cldatex-mode

preview LaTeX fragment
expand abbreviation (cldatex-mode)
insert/modify math symbol (cldatex-mode)
insert citation using RefTeX
C-c C-x C-1
TAB
, / ,
C-c C-x [

Exporting and Publishing

Exporting creates files with extensions .txt and .html in the current directory. Publishing puts the resulting file into some other place.

export/publish dispatcher
toggle asynchronous export
toggle body/visible only export
toggle subtree export
insert template of export options
toggle fixed width for entry or region
toggle pretty display of scripts, entities
Lines starting with # and subtrees starting with COMMENT are never exported.
toggle COMMENT keyword on entry
C-c C-e
C-c C-e C-a
C-c C-e C-b/v
C-c C-e C-s
C-c C-e #
C-c :
C-c C-x \
C-c C-x ;
C-c C-e

Dynamic Blocks

update dynamic block at point
update all dynamic blocks
C-c C-x C-u
C-u C-c C-x C-u

Notes

- [1] This is only a suggestion for a binding of this command. Choose your own key as shown under ACTIVATION.
[2] Keybinding affected by org-support-shift-select and also org-replace-di-sputed-keys.

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