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Org-Mode Reference Card (for version 7.8.11)

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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

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\notetwo

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/ckbx 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-S-UP/DOWN

sort subtree/region/plain-list C-c ^

clone a subtree C-c C-x c

copy visible text 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 \noteone

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-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 \noteone

time sorted view of current org file C-c a L

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

fill paragraph across selected cells C-c C-q

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 \noteone

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 the next key sequence in the code edit bu 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 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

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

TODO Items and Checkboxes

rotate the state of the current item C-c C-t

select next/previous state S-LEFT/RIGHT

select next/previous set C-S-LEFT/RIGHT

toggle ORDERED property C-c C-x o

view TODO items in a sparse tree C-c C-v

view 3rd TODO keyword's sparse tree C-3 C-c C-v

set the priority of the current item C-c , [ABC]

remove priority cookie from current item C-c , SPC

raise/lower priority of current item S-UP/DOWN\notetwo

insert new checkbox item in plain list M-S-RET

toggle checkbox(es) in region/entry/at point C-c C-x C-b

toggle checkbox at point C-c C-c

update checkbox statistics (C-u : whole file) C-c #

Tags

set tags for current heading C-c C-q

realign tags in all headings C-u C-c C-q

create sparse tree with matching tags C-c \\

globally (agenda) match tags at cursor C-c C-o

Properties and Column View

set property/effort C-c C-x p/e

special commands in property lines C-c C-c

next/previous allowed value S-left/right

turn on column view C-c C-x C-c

capture columns view in dynamic block C-c C-x i

quit column view q

show full value v

edit value e

next/previous allowed value n/p or S-left/right

edit allowed values list a

make column wider/narrower > / <

move column left/right M-left/right

add new column M-S-right

Delete current column M-S-left

Timestamps

prompt for date and insert timestamp C-c .

like C-c . but insert date and time format C-u C-c .

like C-c . but make stamp inactive C-c !

insert DEADLINE timestamp C-c C-d

insert SCHEDULED timestamp C-c C-s

create sparse tree with all deadlines due C-c / d

the time between 2 dates in a time range C-c C-y

change timestamp at cursor Â±1 day S-RIGHT/LEFT\notetwo

change year/month/day at cursor by Â±1 S-UP/DOWN\notetwo

access the calendar for the current date C-c >

insert timestamp matching date in calendar C-c <

access agenda for current date C-c C-o

select date while prompted mouse-1/RET

toggle custom format display for dates/times C-c C-x C-t

Clocking time

start clock on current item C-c C-x C-i

stop/cancel clock on current item C-c C-x C-o/x

display total subtree times C-c C-x C-d

remove displayed times C-c C-c

insert/update table with clock report C-c C-x C-r

Agenda Views

add/move current file to front of agenda C-c [

remove current file from your agenda C-c ]

cycle through agenda file list C-'

set/remove restriction lock C-c C-x </>

compile agenda for the current week C-c a a \noteone

compile global TODO list C-c a t \noteone

compile TODO list for specific keyword C-c a T \noteone

match tags, TODO kwds, properties C-c a m \noteone

match only in TODO entries C-c a M \noteone

find stuck projects C-c a # \noteone

show timeline of current org file C-c a L \noteone

configure custom commands C-c a C \noteone

agenda for date at cursor C-c C-o

Commands available in an agenda buffer

View Org file

show original location of item SPC/mouse-3

show and recenter window L

goto original location in other window TAB/mouse-2

goto original location, delete other windows RET

show subtree in indirect buffer, ded.\ frame C-c C-x b

toggle follow-mode F

Change display

delete other windows o

view mode dispatcher v

switch to day/week/month/year/def view d w vm vy vSP

toggle diary entries / time grid / habits D / G / K

toggle entry text / clock report E / R

toggle display of logbook entries l / v l/L/c

toggle inclusion of archived trees/files v a/A

refresh agenda buffer with any changes r / g

filter with respect to a tag /

save all org-mode buffers s

display next/previous day,week,... f / b

goto today / some date (prompt) . / j

Remote editing

digit argument 0-9

change state of current TODO item t

kill item and source C-k

archive default $ / a

refile the subtree C-c C-w

set/show tags of current headline : / T

set effort property (prefix=nth) e

set / compute priority of current item , / P

raise/lower priority of current item S-UP/DOWN\notetwo

run an attachment command C-c C-a

schedule/set deadline for this item C-c C-s/d

change timestamp one day earlier/later S-LEFT/RIGHT\notetwo

change timestamp to today >

insert new entry into diary i

start/stop/cancel the clock on current item I / O / X

jump to running clock entry J

mark / unmark / execute bulk action m / u / B

Misc

follow one or offer all links in current entry C-c C-o

Calendar commands

find agenda cursor date in calendar c

compute agenda for calendar cursor date c

show phases of the moon M

show sunrise/sunset times S

show holidays H

convert date to other calendars C

Quit and Exit

quit agenda, remove agenda buffer q

exit agenda, remove all agenda buffers x

LaTeX and cdlatex-mode

preview LaTeX fragment C-c C-x C-l

expand abbreviation (cdlatex-mode) TAB

insert/modify math symbol (cdlatex-mode) ` / '

insert citation using RefTeX 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 C-c C-e

export visible part only C-c C-e v

insert template of export options C-c C-e t

toggle fixed width for entry or region C-c :

toggle pretty display of scripts, entities C-c C-x {\tt\char`\}

Comments: Text not being exported

Lines starting with # and subtrees starting with COMMENT are

never exported.

toggle COMMENT keyword on entry C-c ;

Dynamic Blocks

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

update all dynamic blocks 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-disputed-keys.