# Keybinds

### Compose & chat

Shortcut	Action
p	Previous message in thread
n	Next message in thread
S-ESC	Focus main window
ESC	Focus latest chat or compose
C	Next chat/compose
С-,	Previous chat/compose
C-RET	Send
C-S-c	Add cc recipients
C-S-b	Add bcc recipients
C-S-f	Access custom from
C-k	Insert a link
s-;	Next misspelled word
C-m	Open spelling suggestions

### Formatting text

Shortcut	Action
C-S-5	Previous font
C-S-6	Next font
C-S-	Decrease text size
C-S-+	Increase text size
C-b	Bold
C-i	Italics
C-u	Underline
C-S-7	Numbered list
C-S-8	Bulleted list
C-S-9	Quote
C-[	Indent less
C-]	Indent more
C-S-l	Align left
C-S-e	Align center
C-S-r	Align right
<b>C</b> -\	Remove formatting

#### Actions

Shortcut	Action
,	Move focus to toolbar
x	Select conversation
$\mathbf{s}$	Toggle star or cycle superstars
e	Archive
m	Mute conversation
!	Report as spam
#	Delete
r	Reply
S-r	Reply in a new window
a	Reply all
S-a	Reply all in a new window
f	Forward
S-f	Forward in a new window
S-n	Update conversation
] or [	Archive conv & go prev/next
$\mathbf{z}$	Undo last action
S-i	Mark as read
S-u	Mark as unread
_	Mark unread (from the message)
+  or  =	Mark as important
-	Mark as not important
b	Snooze (not in classic Gmail)
;	Expand entire conversation
:	Collapse entire conversation
S-t	Add conversation to Tasks

## Jumping

Shortcut	Action
gi	Go to Inbox
$\mathbf{g}\mathbf{s}$	Go to Starred conversations
$\mathbf{g}\mathbf{b}$	Go to Snoozed conversations
$\mathbf{gt}$	Go to Sent messages
$\operatorname{\mathbf{gd}}$	Go to Drafts
ga	Go to All mail
$\mathbf{g}\mathbf{k}$	Go to Tasks
gl	Go to label

### ${\bf Thread list \ selection}$

Shortcut	Action
*a	Select all conversations
*n	Deselect all conversations
*r	Select read conversations
*u	Select unread conversations
*s	Select starred conversations
*t	Select unstarred conversations

### Navigation

Shortcut	Action
g + n	Go to next page
g + p	Go to previous page
u	Back to threadlist
k	Newer conversation
j	Older conversation
$\mathbf{o}$ or $\mathbf{RET}$	Open conversation
4	Go to next Inbox section
~	Go to previous Inbox section

### Application

Shortcut	Action
С	Compose
d	Compose in a new tab
/	Search mail
q	Search chat contacts
	Open "more actions" menu
v	Open "move to" menu
1	Open "label as" menu
?	Open keyboard shortcut help