

Data Science Shortcuts

Cheat Sheet



Table of contents

| 01. l | Pytl | non |
|-------|------|-----|
|-------|------|-----|

| | 1.1 Jupyter IDE Keyboard Shortcuts | 5 |
|-----|------------------------------------|-----|
| | 1.2 Spyder IDE Keyboard Shortcuts | 11 |
| | 1.3 Rodeo IDE Keyboard Shortcuts | |
| | 1.3.1 For Windows/Linux | 21 |
| | 1.3.2 For Mac | 24 |
| | 1.4 PyCharm IDE Keyboard Shortcuts | |
| | 1.4.1 For Windows/Linux | 27 |
| | 1.4.2 For Mac | 45 |
| | 1.5 Atom IDE Keyboard Shortcuts | |
| | 1.5.1 For Windows/Linux | 63 |
| | 1.5.2 For Mac | 68 |
| 02. | R | |
| | 2.1 R Studio Keyboard Shortcuts | |
| | 2.1.1 For Windows/Linux | 74 |
| | 2.1.2 For Mac | 89 |
| 03. | Matlab | |
| | 3.1 For Windows/Linux | 100 |

Table of contents

| 04. | SQL | |
|-----|--|-------------|
| | 4.1 MySQL Workbench IDE Keyboard Shortcuts 4.1.1 For Windows/Linux | 104 |
| | 4.1.2 For Mac | <u>1</u> 12 |
| | 4.2 Microsoft SQL Server IDE Keyboard Shortcuts | 120 |
| | 4.3 PostgreSQL Keyboard Shortcuts | |
| | 4.3.1 For Windows/Linux | 149 |
| | 4.3.2 For Mac | 152 |
| | 4.4 DB2 Keyboard Shortcuts | 155 |
| 05. | Tableau | |
| | 5.1 For Windows/Linux | 160 |
| | 5.2 For Mac | 168 |
| 06. | Excel | |
| | 6.1 For Windows/Linux | 176 |
| | 6.2 For Mac | 183 |
| 07. | SPSS | |
| | 7.1 For Windows/Linux | 187 |
| | 7.2 Mac | 191 |
| 08. | SAS | |
| | 8.1 For Windows/Linux | 194 |



Jupyter IDE Keyboard Shortcuts

Command Mode (press Esc to enable)





Enter edit mode

Enter

Run cell, select below

Shift

Enter

Run cell

Ctrl

Enter

Run cell, insert below

Alt

Enter

To code

Y

To markdown

М

To row

R

To heading 1 - 6

1

6

Select cell above

K

,

Select cell below

J

Insert cell above/below

Α

В

Jupyter IDE Keyboard Shortcuts

Command Mode (press Esc to enable)





Cut selected cell

X

Copy selected cell

C

Paste cell above

Shift

V

Paste cell below

V

Undo last cell deletion

Z

Delete selected cell

D

D

Merge cell below

Shift

M

Save and checkpoint

Ctrl

S

Toggle line numbers

L

Toggle output

0

Toggle output scrolling

Shift

0

Jupyter IDE Keyboard Shortcuts

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 +]

Jupyter IDE Keyboard Shortcuts

Command Mode (press Esc to enable)





Dedent

Ctrl

Select all

Ctrl

+

Shift

Α

Undo

Ctrl

.

Redo

Ctrl

+

Z

Redo

Ctrl

Y

Go to cell start

Ctrl

Home

Go to cell start

Ctrl

A

Go to cell end

Ctrl

End

Go to cell end

Ctrl

•

Go one word left

Ctrl

Η .

Go one word right

Ctrl

•

Jupyter IDEKeyboard Shortcuts

Edit Mode (press Esc to enable) BackSpace Delete word before Ctrl Delete word after Ctrl Del Command mode Esc Command mode М Ctrl **Shift** Run cell, select below **Enter** Run cell **Enter** Ctrl Run cell, insert below Alt **Enter** Ctrl Save and checkpoint Ctrl **Shift** Split cell Move cursor down or next cell

Move cursor up or previous cell

Jupyter IDEKeyboard Shortcuts

Edit Mode (press Esc to enable)





Toggle comment on current or selected lines







Spyder IDEKeyboard Shortcuts

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

A

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

+

Spyder IDEKeyboard Shortcuts

Conventional Keyboard Shortcuts





Open new file

Ctrl



Delete to beginning of previous word

Ctrl



Delete to beginning of next word

Ctrl



Select all

Ctrl

Copy selection

Ctrl

Save current file

Ctrl

Save current file as

Ctrl

Save all open files

Ctrl

Alt

Shift

S

Delete selection or current character

Del

Cut selection

Ctrl

+ X

Paste clipboard contents

Ctrl

V

Spyder IDEKeyboard Shortcuts

Conventional Keyboard Shortcuts





Undo last action

Ctrl

Redo last action

Ctrl

Quit Spyder

Ctrl

Keyboard Shortcuts for Navigation

Go to line

Ctrl

Go to previous file

Ctrl

Go to next file

Ctrl

Shift

Shift

Tab

Ctrl

+

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

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

Ctrl

+ |

Go to previous cursor location

Ctrl

+

Alt

.

Go to next cursor location

Ctrl

Alt

+

Spyder IDE **Keyboard Shortcuts**

Keyboard Shortcuts for Navigation





Go to last edit location



Go to definition

Keyboard Shortcuts for Zooming and Commenting

Zoom in



Zoom out



Zoom reset

Toggle comment selection (or line)



Insert block comment

Uncomment block comment

Spyder IDEKeyboard Shortcuts

Search and Replace





Find text

Ctrl



Find next

F3

Find previous

Shift



Replace text

Ctrl

R

Moving, Copying, Duplicating, Deleting

Move line down

Alt



Move line up

Alt



Delete line

Ctrl

D

Copy line

Ctrl

+

+

Duplicate line

Ctrl

Alt

Alt

Spyder IDEKeyboard 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

1

Shift

W

Code completion

Ctrl

Space

Inspect current object

Ctrl

Ι

Executing Code

Run file (complete program)

F5

Re-run last script

F6

Spyder IDEKeyboard Shortcuts

Executing Code





Configure

Ctrl

F

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

Т

Restart kernel

Ctrl

•

Debugging Code

Breakpoint

F12

Conditional breakpoint

Shift

F12

Spyder IDE **Keyboard Shortcuts**

Debugging Code





Debug

Ctrl

Step

Ctrl

F10

Step into

Ctrl

F11

Step return

Ctrl

Shift

F11

Continue

Ctrl

F12

Stop

Ctrl

Shift

F12

E

C

Interface Adjustment and Layouts

Editor pane

Ctrl

Python console pane

Ctrl

iPython console pane

Ctrl

Shift

Shift

Shift

Variable explorer pane

Ctrl

Shift

V

Spyder IDE **Keyboard Shortcuts**

Interface Adjustment and Layouts





Help pane

Ctrl

Shift

н

File explorer pane

Ctrl

Shift

X

Outline pane (show/hide)

Ctrl

+

Shift

0

P

Project explorer pane

Ctrl

Shift

Find in files pane

Ctrl

Shift

F

L

History log pane

Ctrl

Shift

Breakpoints pane

Ctrl

Shift

В

Online help pane

Ctrl

Shift

D

F4

F5

Close current pane

Ctrl

Ctrl

Shift

Lock panes

Maximize current pane

Ctrl

Alt

Shift

Shift

M

Spyder IDEKeyboard Shortcuts

Interface Adjustment and Layouts





Preferences

Ctrl

Alt

+

Shift

Full screen mode

F11

Toolbars (hide/show)

Alt

+ Shift

١ ١

T

Use previous layout

Alt

Shift

PgUp

Use next layout

Alt

+

+

Shift

PgDn

Save current layout

Alt

+

Shift

S

Layout preferences

Alt

+

Shift

Р

Rodeo IDE

Keyboard Shortcuts

System Shortcuts





Run code

Ctrl

Enter

Show preferences

Ctrl

,

Theoretical explanation

Ctrl

Q

New editor

Ctrl

Ν

Open file

Shift

+

Ctrl

0

Save file

Ctrl

S

Close file

Ctrl

W

Move to editor to the left of active editor

Ctrl

_

left of active editor

Move to editor to the

Ctrl

Option

Option

right of active editor

Ctrl

Focus on console

Focus on editor

Ctrl

2

Rodeo IDE

Keyboard Shortcuts

System Shortcuts





Toggle view for Environment/History

Ctrl

Toggle view for Files/Plots/Packages/Help

Ctrl

4

Restart Rodeo

Ctrl

R

Console Shortcuts

Clear console

Ctrl

ш

Skip to beginning of console

Ctrl

Δ

Skip to end of console

Ctrl

Ε

Cancel console input

Ctrl

C

Show autocomplete options

Tab

Rodeo IDE

Keyboard Shortcuts

Editor Shortcuts





Show autocomplete options

Tab

Comment code

Ctrl



Delete line

Ctrl



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

+

Select text between brackets

Ctrl

Shift

M

G

Rodeo IDE

Keyboard Shortcuts

System Shortcuts



Run code

 \mathfrak{H}

Enter

Show preferences

 \mathfrak{H}

,

Theoretical explanation

 \mathbb{H}

Q

New editor

 \mathbb{H}

Ν

Open file

Shift

+

 \mathbb{H}

0

Save file

 \mathfrak{H}

1

Close file

H

W

Move to editor to the left of active editor

 \mathfrak{H}

+

Option

.

Move to editor to the right of active editor

 \mathfrak{H}

Option

+

Focus on editor

 \mathfrak{H}

+

1

Focus on console

 \mathfrak{H}

Rodeo IDE

Keyboard Shortcuts

System Shortcuts



Toggle view for Environment/History

$$\mathfrak{H}$$

Toggle view for Files/Plots/Packages/Help

$$\mathfrak{H}$$

Restart Rodeo

$$\mathbb{H}$$

Console Shortcuts

Clear console

 \mathbb{H}

Skip to beginning of console

 \mathfrak{H}

A

Skip to end of console

 \mathfrak{H}

E

Cancel console input

 \mathfrak{H}

C

Show autocomplete options

Tab

Rodeo IDE

Keyboard Shortcuts

Editor



Show autocomplete options

Tab

Comment code

+

1

Delete line

 \mathbb{H}

D

Select next occurrence

Ctrl

Option

•

Select previous occurrence

Ctrl

Option

Select all occurrences

Ctrl

Option

G

Split into lines

Ctrl

Option

L

Find / replace text

 \mathfrak{H}

F

Go to next occurrence

 \mathfrak{H}

G

Go to previous occurrence

 \mathfrak{H}

+

Shift

+ G

Select text between brackets

Ctrl

+

Shift

M

PyCharm IDEKeyboard Shortcuts

Advanced Editing Shortcuts Comment with Line Comment Ctrl Comment with Block Comment Ctrl **Shift Quick Documentation** Q Ctrl Pop-up Hector **Shift** Alt Н Ctrl Parameter Info Ctrl Context Info Alt Q **Error Description** Ctrl **F1 Shift F1 External Documentation** Ctrl 0 Override Methods Surround with Alt Ctrl **Basic Code Completion** Ctrl Space Alt

PyCharm IDEKeyboard Shortcuts

Advanced Editing Shortcuts





SmartType Code Completion

Ctrl

+

Shift

Space

Expand Word

Alt

1

Insert Live Template

Ctrl

J

Surround with Live Template

Ctrl

+

J

Next Template Variable

Tab

Alt

Previous Template Variable

Shift

Tab

PyCharm IDEKeyboard Shortcuts

Basic Editing Shortcuts Ctrl Undo Ctrl **Shift** Z Redo Ctrl Cut Ctrl Copy Ctrl **Paste Shift** Paste from History Ctrl Up **Shift** Up with Selection Down **Shift** Down with Selection Left/Right with Selection Shift

PyCharm IDEKeyboard Shortcuts

| 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 |
| | |

PyCharm IDE **Keyboard Shortcuts**

Basic Editing Shortcuts





Home

Move to Line Start Home

Move to Line Start with Selection

Shift

Move to Next Word

Ctrl

Move to Next Word with Selection Ctrl

Shift

Move to Previous Word Ctrl

Move to Previous Word with Shift Ctrl Selection

Move to Text End Ctrl **End**

Shift Ctrl End Move to Text End with Selection

Home Move to Text Start Ctrl

Move to Text Start with Selection Ctrl Shift Home

Ctrl Select all

PyCharm IDE **Keyboard Shortcuts**

Basic Editing Shortcuts Delete Line at Caret Ctrl Delete to Word End Ctrl Del Delete to Word Start Ctrl Toggle Insert/Overwrite Ins **Duplicate Line or Block** Ctrl D **Toggle Case** Ctrl Shift Move to Code Block End Ctrl **Shift** Move to Code Block End with Selection Ctrl Move to Code Block Start Ctrl Move to Code Block Start with Ctrl Shift Selection Start New Line

Shift

Enter

PyCharm IDEKeyboard Shortcuts

| 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 |

PyCharm IDEKeyboard Shortcuts

Code Folding Shortcuts





Expand

Ctrl



Collapse

Ctrl



Expand Recursively

Ctrl

Alt

+

Collapse Recursively

Ctrl

Alt

-

Expand All

Ctrl

+ |

Collapse All

Ctrl

Shift

Shift

-

Expand to level (1 – 5)

Ctrl

+

*

1

Expand all to level (1 – 5)

Ctrl

+

Shift

+

*

1

Fold Selection / Remove region

Ctrl

PyCharm IDEKeyboard Shortcuts

Running and Debugging Shortcuts





Choose configuration and run

Shift

F10

Shift

Alt

F1

Rerun

Run

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

PyCharm IDE **Keyboard Shortcuts**

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

PyCharm IDEKeyboard Shortcuts

General Keyboard Shortcuts





Close Active Tab

Ctrl

+

Shift

F

Close Editor

Ctrl

F4

Edit Source

F4

Escape

Esc

Export to Text File

Alt

0

New

Alt

Ins

Save all

Ctrl

S

Select Next Tab

Alt

•

Select Previous Tab

Alt

•

Show Intention Action

Alt

Enter

Synchronize

Ctrl

+

+

Alt

Υ

PyCharm IDEKeyboard Shortcuts

General Keyboard Shortcuts





View Source

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

PyCharm IDEKeyboard Shortcuts

Search Keyboard Shortcuts





Highlight Usages in File

Show Usages

Find Action

Navigation Between Bookmarks

Go to Bookmark < number >

Toggle Bookmark

F11

Toggle Bookmark with Mnemonic

Ctrl

Show Bookmarks

Shift

Navigation Between IDE Components

Select Target

Alt

Collapse all

Ctrl



PyCharm IDEKeyboard Shortcuts

Navigation Between IDE Components





Expand all

Ctrl



Switcher

Ctrl

Edit Source

F4

Open tool window

Alt



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

Ε

Recently Changed Files

Ctrl

Shift

PyCharm IDEKeyboard Shortcuts

Navigation in Source Code





Type Hierarchy

Ctrl

Н

Navigate to Class

Ctrl

Ν

Navigate to File

Ctrl

+

N

Navigate to Recently Opened File

Ctrl

Ε

Navigate to Recently Changed File

Ctrl

+

Shift

Shift

E

Navigate to Line

Ctrl

G

Navigate to Declaration

Ctrl

В

Navigate to Implementation

Ctrl

+

Navigate to Type Declaration

Ctrl

. |

Shift

Alt

В

Navigate to Super Method

Ctrl

U

Navigate to Test/Test Subject

Ctrl

Shift

PyCharm IDE **Keyboard Shortcuts**

Navigation in Source Code





Navigate to Related Symbol

Ctrl

Home

Navigate to Next Method

Alt



Navigate to Previous Method

Alt



Navigate to Opening Brace

Ctrl

Navigate to Closing Brace

Ctrl

Back

Ctrl

Forward

Ctrl

Alt

Alt

Navigate to Previous Occurrence

Ctrl

Alt

Navigate to Next Occurrence

Ctrl

Alt

Last Edit Location

Ctrl

Shift

Navigate to Next Highlighted Error

F2

PyCharm IDEKeyboard Shortcuts

Navigation in Source Code





Navigate to Previous Highlighted Error

Refactoring

F5

Alt

М

PyCharm IDEKeyboard Shortcuts

Refactoring





Extract Constant

Ctrl

Alt

+

C

Extract Parameter

Ctrl

+

Alt

PyCharm IDEKeyboard Shortcuts

Advanced Editing Comment with Line Comment Comment with Block Comment **Shift** Ctrl **Quick Documentation** Ctrl Pop-up Hector Shift Alt P Parameter Info Shift Q Context Info Ctrl **Error Description F1** Shift **F1 External Documentation** 0 Override Methods Surround with Alt **Basic Code Completion** Ctrl **Space** Alt

| 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 |

| Basic Editing | É |
|---------------------------|-------------|
| Undo | # + Z |
| Redo | Shift + |
| Cut | # x |
| Сору | # c |
| Paste | # v |
| Paste from History | Shift + H V |
| Up | |
| Up with Selection | Shift + |
| Down | V |
| Down with Selection | Shift + ▼ |
| Left/Right with Selection | Shift + |
| | |

| Basic Editing | É |
|---------------------------------|----------------|
| Go to Page Top | # PgUp |
| Go to Page Top with Selection | Shift + # PgUp |
| Page Down | PgDn |
| Page Down with Selection | Shift + PgDn |
| Page Up | PgUp |
| Page Up with Selection | Shift + PgUp |
| Scroll Down | # + ▼ |
| Scroll Up | # * |
| Move to Line End | End |
| Move to Line End with Selection | Shift + End |

PyCharm IDEKeyboard 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

PyCharm IDEKeyboard Shortcuts

Basic Editing H **Delete Line at Caret** Alt Delete to Word End Del BackSpace Delete to Word Start Alt H **Duplicate Line or Block** D **Toggle Case Shift** H Move to Code Block End Shift Move to Code Block End with Selection H Move to Code Block Start Move to Code Block Start with Shift Selection Start New Line Shift **Enter**

| 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 |

PyCharm IDEKeyboard Shortcuts

Code Folding



Expand

 \mathbb{H}

+

Collapse

 \mathfrak{H}

-

Expand Recursively

Alt

+

+

+

Collapse Recursively

Alt

+

 \mathbb{H}

-

Expand All

Shift

+

 \mathfrak{H}

+

Collapse All

Shift

+

 \mathfrak{H}

_

Expand to level (1 – 5)

 \mathfrak{H}

+

*

1

Expand all to level (1 – 5)

Alt

+

 \mathfrak{H}

1

Fold Selection / Remove region

 \mathfrak{H}

+

PyCharm IDEKeyboard 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

PyCharm IDE **Keyboard Shortcuts**

Running and Debugging



Force Step Into

Alt

Shift

Run to Cursor

Alt

F9

Force Run To Cursor

Alt

H

Resume Program

F9

Stop Program

Shift

F2

Evaluate Expression

Alt

F8

Quick Evaluate Expression

Alt

F8

Toggle Breakpoint

F8

View Breakpoints

Shift

 \mathfrak{H}

F8

| General | Ć |
|-----------------------|-----------------------|
| Close Active Tab | Shift + ₩ + F4 |
| Close Editor | # F4 |
| Edit Source | F4 |
| Escape | Esc |
| Export to Text File | Ctrl + O |
| New | Ctrl + N |
| Save all | # s |
| Select Next Tab | Ctrl + ▶ |
| Select Previous Tab | Ctrl + ◀ |
| Show Intention Action | Alt + Enter |
| Synchronize | Alt + # Y |
| | |

PyCharm IDEKeyboard Shortcuts

General



View Source

$$\mathfrak{H}$$



Enter

Search

Find

 \mathfrak{H}

F

Replace

 \mathfrak{H}

R

Search for next/previous occurrence

Shift

F3

Find Word at Caret

 \mathfrak{H}

F3

Incremental Search

- |

Find in Path

Ctrl

+

Shift

F

Replace in Path

Ctrl

+

Shift

R

Find Usages

Alt

F7

Find Usages in File

 \mathfrak{H}

F7

PyCharm IDEKeyboard Shortcuts

Search



$$\mathbb{H}$$

Navigation Between Bookmarks

$$\mathfrak{H}$$

Navigation Between IDE Components

$$\mathfrak{H}$$

PyCharm IDEKeyboard Shortcuts

Navigation Between IDE



Expand all

+

Switcher

Ctrl + Tab

Edit Source

F4

Open tool window

Alt +

Hide Active Window

Shift

Esc

Jump to Last Window

F12

Navigation in Source Code

File Structure Pop-up

 \mathfrak{H}

F12

Select target

Alt

F1

Recent Files

 \mathfrak{H}

E

Recently Changed Files

Shift

-

 \mathbb{H}

E

PyCharm IDEKeyboard Shortcuts

Navigation in Source Code Type Hierarchy Н Ctrl Navigate to Class H Navigate to File N Shift Navigate to Recently Opened File H E H Navigate to Recently Changed File **Shift** E H Navigate to Line G Navigate to Declaration Alt Navigate to Implementation В Navigate to Type Declaration Shift Ctrl H Navigate to Super Method U Shift Navigate to Test/Test Subject

PyCharm IDEKeyboard Shortcuts

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 H Back Alt H Alt **Forward** Alt Navigate to Previous Occurrence Navigate to Next Occurrence Alt Last Edit Location **Shift**

Navigate to Next Highlighted Error

F2

PyCharm IDEKeyboard Shortcuts

Navigation in Source Code



Navigate to Previous Highlighted Error

Refactoring

$$\mathfrak{H}$$

F5

Ν

$$\mathbb{H}$$

H

H

PyCharm IDEKeyboard Shortcuts

Refactoring



Extract Constant

Alt

 \mathfrak{H}

C

Extract Parameter

Alt

 \mathfrak{H}

P

Atom IDE

Keyboard Shortcuts

General Shortcuts





Preferences/Settings

Ctrl



Command Palette

Shift

Ctrl

P

Open File (Fuzzy)

Ctrl

P

Browse Open Files

Ctrl

В

Grammar Selector

Ctrl

+

Shift

L

Markdown Preview

Ctrl

+

Shift

М

Key Binding Resolver

Ctrl

•

Toggle Tree View

Ctrl

K

Reload Atom

Alt

+

+

Toggle Developer Tools

Ctrl

+

Alt

Ctrl

Ι

R

Atom IDE

Keyboard Shortcuts

General Shortcuts





Window Management Shortcuts

New File

Ctrl

Ν

New Window

Ctrl

+ |

_ |

Open

Ctrl

0

Open Folder

Ctrl

+

Shift

Shift

0

Ν

Save

Ctrl

S

Save As

Ctrl

+

Shift

S

W

Close Tab

Ctrl

W

Close Window

Ctrl

Shift

+

Atom IDE

Keyboard Shortcuts

Window Management Shortcuts





Split Window









Focus Pane





Toggle full screen

F11

Editing Shortcuts

Duplicate Lines

Ctrl

+

Shift

Delete Line

Ctrl

+

Shift

K

Move Line Up

Ctrl

Move Line Down

Ctrl

•

Find/Replace

Ctrl

F

Find Next

F3

Find Previous

Shift

F3

Atom IDE

Keyboard Shortcuts

Editing Shortcuts





Find in Project

Ctrl

+

Shift

Go To Line

Ctrl

G

Go To Matching Bracket

Ctrl

М

Select Line

Ctrl

L

Toggle Comment

Ctrl

1

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

Atom IDE Kovboard Shor

Keyboard Shortcuts

Editing Shortcuts





Fold/Unfold sections of code

Ctrl

+

Shift

Various Packages

Expand Abbreviation

Ctrl

E

Git Plus Menu

Ctrl

Shift

Н

Open Terminal

Alt

+

Shift

Т

Open Project

Alt

Shift

P

Atom IDE

Keyboard Shortcuts

| | $\overline{}$ | _ | _ | × 0 |
|---|---------------|---|---|-----|
| U | е | П | е | ra |



Preferences/Settings

Cmd

Command Palette

Shift

Cmd

Open File (Fuzzy)

Cmd

Browse Open Files

Cmd

В

Grammar Selector

Ctrl

Shift

Markdown Preview

Ctrl

Shift

M

Key Binding Resolver

Cmd

Toggle Tree View

Cmd

K

Reload Atom

Ctrl

Alt

Cmd

Open Link

Ctrl

Shift

Toggle Developer Tools

Alt

Cmd

Atom IDE

Keyboard Shortcuts

General



Window Management

Atom IDE

Keyboard Shortcuts

Window Management



Split Window









Focus Pane







Toggle full screen



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

ш

Find Next

Cmd

G

Find Previous

Shift

+

Cmd

. .

G

Atom IDE

Keyboard Shortcuts

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

1

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

Atom IDE

Keyboard Shortcuts

Editing



Fold/Unfold sections of code

Various Packages

Cmd

Alt

Python

Atom IDE

Keyboard Shortcuts

Various Packages



Open Terminal

Ctrl

+

Alt

T

Open Project

Ctrl

+

Cmd

Open In

Ctrl

+

Alt

0



Console R **Keyboard Shortcuts** Move cursor to Console Ctrl Clear console Ctrl Move cursor to beginning of line Home Move cursor to end of line End Navigate command history Ctrl Popup command history Interrupt currently executing **Esc** command Change working directory Ctrl **Shift**

Source R **Keyboard Shortcuts**



| | | 3 3 |
|--|------|-----------------|
| Goto File/Function | | Ctrl + . |
| Move cursor to Source Editor | | Ctrl + 1 |
| New document (except on Chrome/Windows) | Ctrl | + Shift + N |
| New document (Chrome only) | rl + | 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

+ |

Insert chunk (Sweave and Knitr)

Ctrl

+

Alt

Ι

Κ

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

Р

Run current document

Ctrl

+

Alt

R

Run from document beginning to current line

Ctrl

+

Alt

В

E

F

Run from current line to document end

Ctrl

+

Alt

+

Run the current function definition

Ctrl

+

Alt

+

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 |

Source R **Keyboard Shortcuts**

Jump to



Shift

R Source
Keyboard Shortcuts





Comment/uncomment current line/selection

Ctrl

+

Shift

C

Reflow Comment

Ctrl

+

Shift

1

Reformat Selection

Ctrl

+

Shift

A

Show Diagnostics

Ctrl

+

Alt

P

Move Lines Up/Down

Alt

+

Shift

▼ |

Copy Lines Up/Down

Shift

+

Alt

+

A

Jump to Matching Brace/Paren

Ctrl

. .

Expand to Matching Brace/Paren

Ctrl

+

Shift

ı

Select to Matching Brace/Paren

Ctrl

Shift

+

Alt

Add Cursor Above Current Cursor

Ctrl

+

Alt

R Source Keyboard Shortcuts

Add Cursor Below Current Cursor

Move Active Cursor Up

Find and Replace

Find Next

Find Previous

Use Selection for Find

Replace and Find

Find in Files

Check Spelling

Move Active Cursor Down



Ctrl

Ctrl

Ctrl

F7

Ctrl

Ctrl

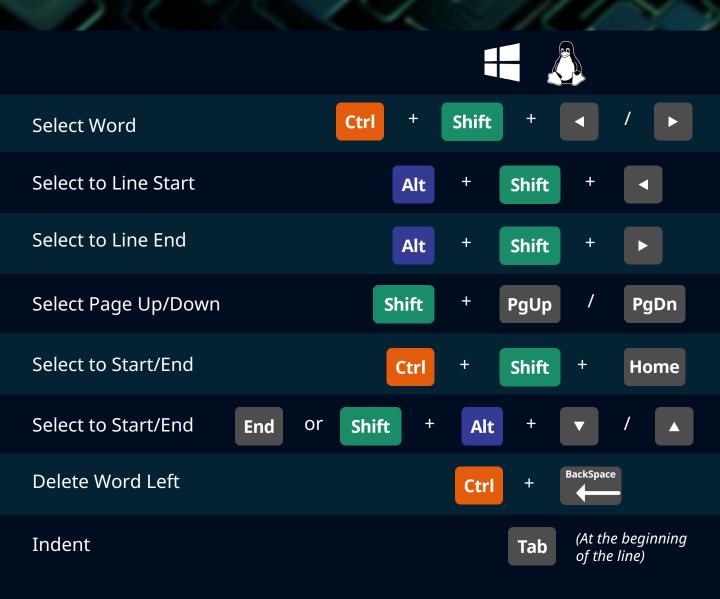
^{*} For Linux, please use Ctrl + Shift + G

Editing (Console and Source)

Keyboard Shortcuts



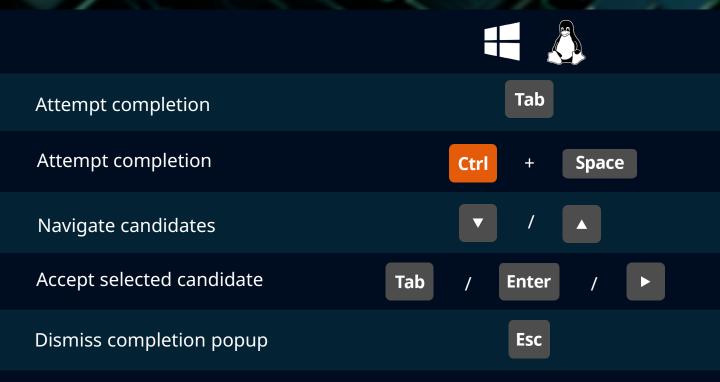
Editing (Console and Source) Keyboard Shortcuts



Editing (Console and Source) Keyboard Shortcuts

| 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 |
| | |

Completions (Console and Source) Keyboard Shortcuts



Views Keyboard Shortcuts





Move focus to Source Editor

Ctrl



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

F8

Sync Editor & PDF Preview

Ctrl

+

Build Keyboard Shortcuts





Build and Reload

Ctrl

+

Shift

В

Load All (devtools)

Ctrl

+

Shift

L

Test Package (Desktop)

Ctrl

+

Shift

Т

Test Package (Web)

Ctrl

+

Alt

F7

Check Package

Ctrl

+

Shift

Ε

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

Alt

+

+ F11

Next plot

Ctrl

H

+

F12

Console R **Keyboard Shortcuts** Move cursor to Console Ctrl Clear console Ctrl Move cursor to beginning of line Move cursor to end of line Navigate command history H Popup command history

Interrupt currently executing

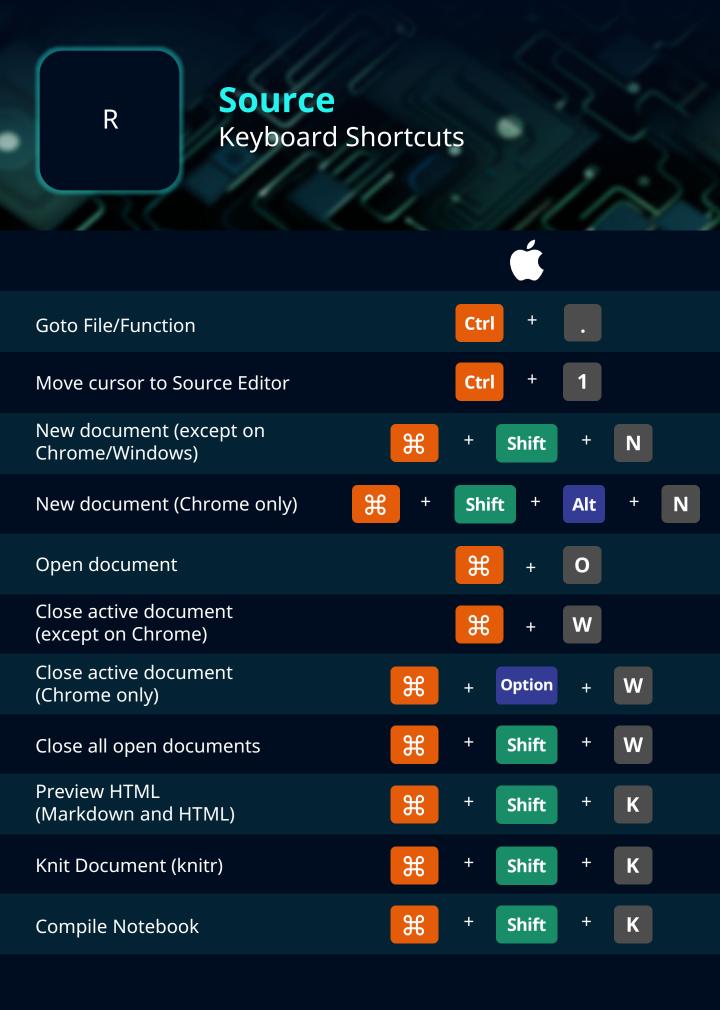
Change working directory

command

Esc

Shift

Ctrl



R Source
Keyboard Shortcuts



| Compile PDF (TeX and Sweave) | \mathbb{H} | + | Shift | + | K | |
|---|----------------|----------------|--------|------|----|--|
| Insert chunk (Sweave and Knitr) | \mathbb{H} | + | Option | + | I | |
| Insert code section | H | + | Shift | + | R | |
| Run current line/selection | | \mathfrak{H} | + | Ente | er | |
| Run current line/selection (retain cursor position) | | Option | + | Ente | er | |
| Re-run previous region | \mathbb{H} | + | Shift | + | P | |
| Run current document | \mathfrak{H} | + | Option | + | R | |
| Run from document beginning to current line | \mathfrak{H} | + | Option | + | В | |
| Run from current line to document end | \mathbb{H} | + | Option | + | E | |
| Run the current function definition | \mathfrak{H} | + | Option | + | F | |
| Run the current code section | H | + | Option | + | T | |

Source

Keyboard Shortcuts



| Run previous Sweave/Rmd code | + Option + P |
|---|----------------------|
| Run the current Sweave/Rmd chunk | H 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 | H Option + L |
| Unfold Selected # | + Shift + Option + L |
| Fold All | # Option + O |
| Unfold All | + Shift + Option + O |
| Go to line | + Shift + Option + G |

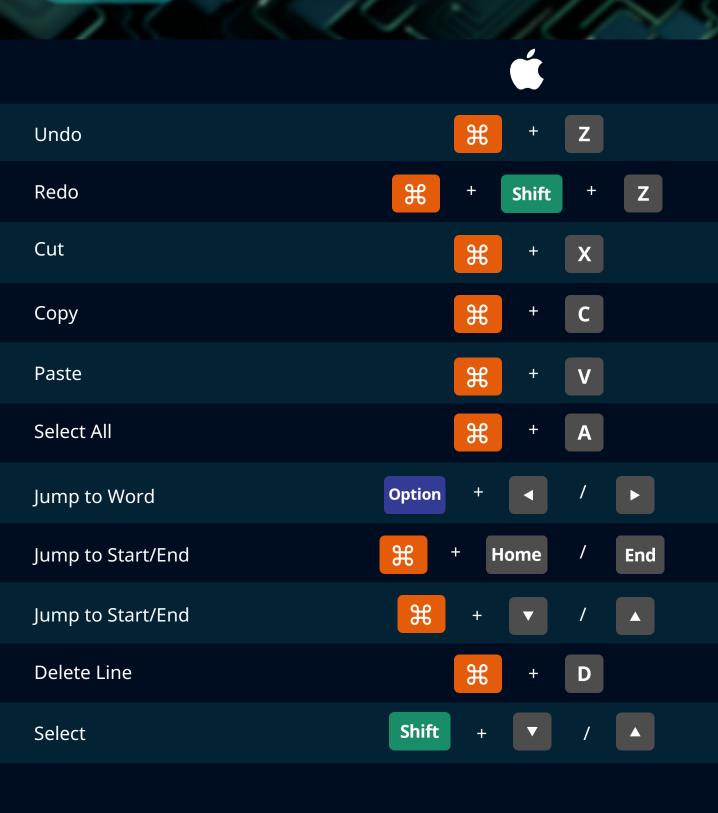


Source R **Keyboard Shortcuts** Comment/uncomment current H **Shift** line/selection H Shift **Reflow Comment Reformat Selection** Shift **Show Diagnostics** H **Shift** Alt **Transpose Letters** T Ctrl Move Lines Up/Down **Option** Copy Lines Up/Down Option Jump to Matching Brace/Paren P Ctrl Ctrl **Shift** E Expand to Matching Brace/Paren Ctrl **Shift** Alt E Select to Matching Brace/Paren Alt Add Cursor Above Current Cursor Ctrl

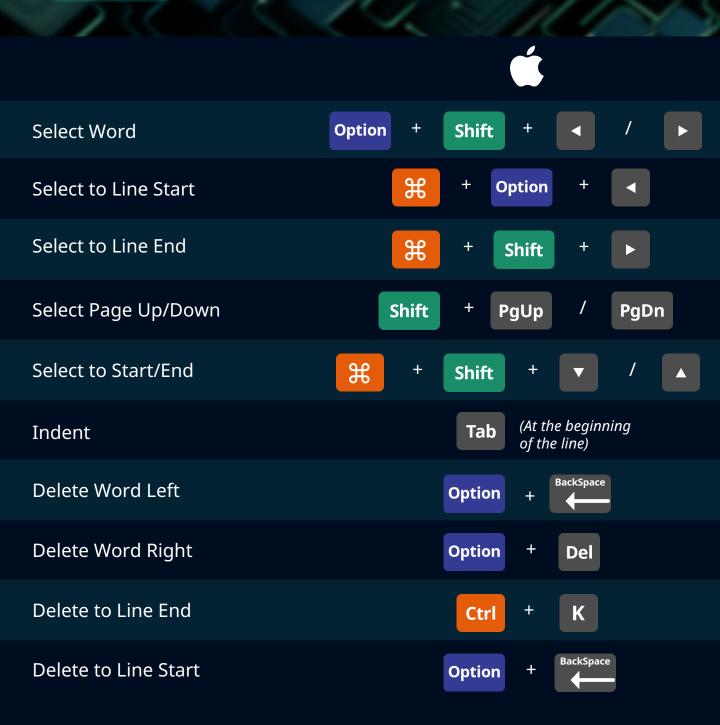
Source R **Keyboard Shortcuts** Add Cursor Below Current Cursor Ctrl Alt Alt **Shift** Ctrl Move Active Cursor Up Move Active Cursor Down Ctrl Alt **Shift** Find and Replace H F H G Find Next **Find Previous** H Shift G Use Selection for Find H E Replace and Find H J **Shift** Find in Files **Shift Check Spelling F7**

Editing (Console and Source)

Keyboard Shortcuts



Editing (Console and Source) Keyboard Shortcuts



Editing (Console and Source) Keyboard Shortcuts

| 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 |
| | |



H

Alt

Next plot



Matlab

Keyboard Shortcuts





Recall previous line



Recall next line



Move to top of Command Window





Move to end of Command Window





Move back one character



Move forward one character



Move left one word





Move right one word





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



Keyboard Shortcuts





Delete character at cursor in command line

Del

Delete character before cursor in command line



Change to overwrite mode from insert mode, or 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



MySQL Workbench

Keyboard Shortcuts

File menu keyboard shortcuts





New Model

Ctrl

N

Open Model

Ctrl

0

Open SQL Script

Ctrl

Shift

0

Close Tab

Ctrl

F4

Save Model

Ctrl

S

Save Script

Ctrl

S

Save Model As

Ctrl

Save Script As

Ctrl

Shift

Shift

S

G

Forward Engineer SQL CREATE Script

Ctrl

Shift

Forward Engineer SQL ALTER Script

Ctrl

Alt

Synchronize With SQL CREATE Script

Ctrl

Shift

MySQL Workbench

Keyboard Shortcuts

File menu





Print

Ctrl

Exit

Edit menu

Undo

Ctrl

Z

Redo

Ctrl

Y

Cut

Ctrl

X

Сору

Ctrl

C

Paste

Ctrl

V

Delete

Ctrl

Del

Edit Selected

Ctrl

Ε

Edit Selected in New Window

Ctrl

+

Shift

E

MySQL Workbench

Keyboard Shortcuts

Edit menu





Select All

Ctrl

Find

Ctrl

Find Advanced

Ctrl

Alt

Find Next

F3

Shift

Shift

F3

Find Previous

Ctrl

Comment/Uncomment lines of SQL

Ctrl

Auto-Complete SQL

Search and Replace

Ctrl

Space

F2

View menu

Output Window

Ctrl

Set Marker n

Ctrl

Shift

MySQL Workbench

Keyboard Shortcuts

View menu





Go to Marker n

Ctrl

+

N

Arrange menu

Bring to Front

Ctrl

+

Shift

.

Send to Back

Ctrl

+

Shift

. |

MySQL Workbench

Keyboard Shortcuts

Model menu





Ctrl

Query menu

Execute statement

Ctrl

Enter

Execute statement

Ctrl

+

Shift

Enter

New Tab

Ctrl

Т

Database menu

Query Database

Ctrl

U

Reverse Engineer

Ctrl

R

MySQL Workbench

Keyboard Shortcuts

Database menu





Forward Engineer

Ctrl



Synchronize Model

Ctrl



Scripting menu

Scripting Shell

Ctrl

F3

Run Workbench Script File

Ctrl

Shift

Help menu

Help Index

F1

EER diagram mode

Selection tool

Esc

Hand tool

Н

Delete tool

D

MySQL Workbench Keyboard Shortcuts

EER diagram mode





Layer tool

L

Note tool

Ν

Image tool

Ι

Table tool

Т

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

MySQL Workbench Keyboard Shortcuts

EER diagram mode





Relationship Using Existing Columns

6

MySQL Workbench

Keyboard Shortcuts

| File menu | É |
|------------------------------------|------------------|
| 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 |

MySQL Workbench

Keyboard Shortcuts

File menu



Print

Cmd

P

Exit

Cmd

+

Q

Edit menu

Undo

Cmd

Z

Redo

Cmd

Y

Cut

Cmd

X

Сору

Cmd

C

Paste

Cmd

+

V

Delete

Cmd

Del

Edit Selected

Cmd

+

Ε

Edit Selected in New Window

Cmd

+

Shift

+

E

MySQL Workbench

Keyboard Shortcuts

Edit menu



Select All

Cmd

Find

Cmd

Find Advanced

Cmd

Alt

Find Next

F3

Find Previous

Shift

F3

Search and Replace

Cmd

Shift

Comment/Uncomment lines of SQL

Cmd

Auto-Complete SQL

Cmd

Space

View menu keyboard shortcuts

Output Window

Cmd

H

Set Marker n

Cmd

Shift

MySQL Workbench

Keyboard Shortcuts

View menu



Go to Marker n

Cmd

+

Ν

Arrange menu

Bring to Front

Cmd

+

Shift

F

Send to Back

Cmd

+

Shift

-

MySQL Workbench

Keyboard Shortcuts

Model menu



Add Diagram

Validate All

Validate All (MySQL)

Model Options

$$\mathbb{H}$$

Query menu

Execute statement

H

Enter

Execute statement

H

Shift

Enter

New Tab

 \mathbb{H}

+

T

Database menu

Query Database

 \mathfrak{H}

_

Reverse Engineer

 \mathfrak{H}

R

U

MySQL Workbench Keyboard Shortcuts

Database menu



Forward Engineer

Cmd

G

Synchronize Model

Cmd

١

Scripting menu

Scripting Shell

Cmd

F3

Run Workbench Script File

Cmd

+

Shift

Help menu

Help Index

F1

EER diagram mode

Selection tool

Esc

Hand tool

н

Delete tool

D

MySQL Workbench Keyboard Shortcuts

| 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 |
| Non-Identifying Relationship 1 | :n 2 |
| Identifying Relationship 1:1 | 3 |
| Identifying Relationship 1:n | 4 |
| Identifying Relationship n:m | 5 |
| | |

MySQL Workbench Keyboard Shortcuts

EER diagram mode



Relationship Using Existing Columns

6

Microsoft SQL Server 2017

Keyboard Shortcuts

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

Shift

Q

Display the New File dialog box

Ctrl

Ν

Display the New Project dialog box

Ctrl

N

Display the Open File dialog box

Ctrl

0

Display the Open Project dialog box

Ctrl

+

Shift

0

Display the Add New Item dialog box

Ctrl

Shift

Α

Display the Add Existing Item dialog box

Shift

Alt

Α

Close a menu or dialog box, canceling the action

Esc

Microsoft SQL Server 2017

Keyboard Shortcuts

Windows Management and Toolbar





Close the current MDI child window

Ctrl

F4

Close a menu or dialog box

Esc

Print

Ctrl

Р

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

+

F2

Alt

Tab

Moves the insertion point to the drop-down bar

Ctrl

+

Move to the current tool window toolbar

Shift

Microsoft SQL Server 2017

Keyboard Shortcuts

Windows Management and Toolbar





Display the IDE navigator

Alt

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

Opens a new query editor window

Ctrl

0

Display Object Explorer

F8

Alt

Alt

Display Registered Servers

Ctrl

Microsoft SQL Server 2017 Keyboard Shortcuts

Windows Management and Toolbar





Display Template Explorer

Ctrl

Alt

Т

Display Solution Explorer

Ctrl

+

Alt

L

Display the Summary Window

F7

Display the Properties Window

F4

Display the Output window

Ctrl

+

Alt

0

Display the Task List window

Ctrl

+

١

Т

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

- F1

Microsoft SQL Server 2017

Keyboard Shortcuts

Windows Management and Toolbar





Display the Error List Window





Move to the next entry in the Error List window





Display the previous page in the viewing history





Display the next page in the viewing history*





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

Microsoft SQL Server 2017

Keyboard Shortcuts

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

Microsoft SQL Server 2017

Keyboard Shortcuts

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

End

End

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 +

Select text down line by line starting from the cursor

Shift

Moves the cursor down one line, extending the column selection

Shift

+

Alt +

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

Ctrl

+ |

+ Del

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

Shift



Shift

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

Shift

•

Microsoft SQL Server 2017

Keyboard Shortcuts

Text Selection





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

Shift +

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

Shift

Alt

Alt

•

Move the cursor up one line, extending the selection

Shift

- Alt

+

A

Extend selection up one page

Shift

PgUp

Extend selection down one page

Shift

PgDn

Select the entire current document

Ctrl

A

Select the word containing the cursor, or the closest word

Ctrl

W

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

+ PgUp

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

Ctrl

+

Shift

+ PgDn

Extend the selection one word to the right

Ctrl

+

Shift

Microsoft SQL Server 2017

Keyboard Shortcuts

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

Alt

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

Ctrl

Shift

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

Swaps the anchor and end points of the current selection

Ctrl

A

Shift

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

Microsoft SQL Server 2017

Keyboard Shortcuts

Bookmark Keyboard





Set or remove a bookmark at the current line

Ctrl



Next bookmark

Ctrl



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

Microsoft SQL Server 2017

Keyboard Shortcuts

Code Editor





Toggle the full-screen display

Shift

Alt

Enter

Scroll text up one line

Ctrl

A

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

. 1

Shift

W

Microsoft SQL Server 2017

Keyboard Shortcuts

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

Shift

Decrease line indent

Shift

Tab

Make the selected text upper case

Ctrl

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

Microsoft SQL Server 2017

Keyboard Shortcuts

Code Editor





Specify values for template parameters

Ctrl

Shift

М

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

Alt

Include actual execution plan in the query output

Ctrl

Shift

. I

M

Output results in a grid

Ctrl

+

Shift

Output results in text format

Ctrl

Output results to a file

Ctrl

+

Shift

Show or hide the query results pane

Ctrl

F R

Show the query results pane

Ctrl

+ Shift

+

Alt

+ R

Microsoft SQL Server 2017

Keyboard Shortcuts

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

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

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

- 17

Delete one character to the right of the cursor

Del

Delete one character to the left of the cursor

BackSpace

Microsoft SQL Server 2017

Keyboard Shortcuts

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

<u>Ta</u>b

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

Moves the line containing the cursor below the next line

Shift

+

Alt

Microsoft SQL Server 2017

Keyboard Shortcuts

Code Editor





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

Ctrl



Set or remove a shortcut in the current line

Ctrl



Remove the comment syntax from the current line

Ctrl



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

М

Collapses the currently selected outlining region

Ctrl

S

Expands all outlining regions on the page

Ctrl

X

Expands the currently selected outlining region

Ctrl

Ε

Collapses existing outlining regions

Ctrl

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

Ctrl

-

Microsoft SQL Server 2017

Keyboard Shortcuts

Code Editor





Break at function

Ctrl

В

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

ı

+ /

Display the Locals window

Ctrl

Alt

+

V

L

Display the Immediate window

Ctrl

+

Alt

Display the Call Stack window

Ctrl

+

Alt

C

Display the Threads window

Ctrl

+

Alt

н

Display the Parallel Stacks window.

Ctrl

+

Shift

-

D

+ |

Microsoft SQL Server 2017

Keyboard Shortcuts

Code Editor





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

Ctrl



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

Ctrl



Removes all outlining information in the document

Ctrl



Removes the outlining information for the currently selected region

Ctrl

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

Microsoft SQL Server 2017

Keyboard Shortcuts

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

_ [

D

Open the Edit breakpoint labels dialog. Only available in the Breakpoints window

Alt

+

L

Delete all breakpoints

Ctrl

+

Shift

F9

F9

Display the Breakpoints window

Ctrl

+

Alt

- В

Break all

Ctrl

+

Alt

Break

Microsoft SQL Server 2017

Keyboard Shortcuts

Transact-SQL Debugger





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

+

Launch code snippet picker

Ctrl

+

Refresh local cache

Ctrl

+

Shift

Microsoft SQL Server 2017

Keyboard Shortcuts

Microsoft IntelliSense





Launch Surround with Snippet Picker

Ctrl



Display the Code Snippet Manager

Ctrl



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



Microsoft SQL Server 2017 Keyboard Shortcuts

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

Ν

Display the New Project dialog box to create a new project

Ctrl

+

Shift

Ν

Display the Open File dialog box to open an existing file

Ctrl

0

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

Microsoft SQL Server 2017

Keyboard Shortcuts

Help and Books Online





Open the Help Library Manager

Ctrl

Alt

F1

Display the SQL Server Resource Center Web page

Ctrl

+

+

F2

Display help for the current editor window

Shift

+

Alt

F1

Search

Display the Find dialog box

Ctrl

F

Displays the definition for the selected symbol

F12

Display the Replace dialog box

Ctrl

н

Start incremental search

Ctrl

Ι

Find the next occurrence of the previous search text

F3

Find the previous occurrence of the search text

Shift

F3

Microsoft SQL Server 2017

Keyboard Shortcuts

Search





Display the Replace in Files dialog box

Ctrl

Shift

Н

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

Ctrl -

Shift

Ι

Select or clear the Search up option in Find and Replace

Alt

+

+

F3

В

Stop the Find in Files search

Alt

F3

S

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

Alt

+

W

Selects or clears the Wildcard option in Find and Replace

Alt

+

F3

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

Copy to the Clipboard

Ctrl

C

Microsoft SQL Server 2017

Keyboard Shortcuts

Search





Paste from the Clipboard at the insertion point



V

Pastes an item from the Clipboard Ring at the insertion point

Activity Monitor

Launches Activity Monitor

Ctrl

Alt

+

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

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

+

A

▼

Replication Conflict Viewer

Define filter

F6

Apply filter

F7

Show all columns

F8

Query Designer

Cancels or stops the currently running query

Ctrl

+

Displays the diagram pane of the Query Designer

Ctrl

+

Displays the criteria pane of the Query Designer

Ctrl

2

Microsoft SQL Server 2017

Keyboard Shortcuts

Replication Conflict Viewer





Displays the SQL pane of the Query Designer

Ctrl



Displays the results pane of the Query Designer

Ctrl



Run the query specified in the Query Designer

Ctrl



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

Ctrl



Enables JOIN mode in the Query Designer

Ctrl

+

Shift

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

A

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

PostgreSQLKeyboard Shortcuts

Desktop Runtime





Display the runtime's About box

Alt 4

Shift

A

Open the runtime preferences dialogue

Alt -

Shift

Р

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

+

•

PostgreSQLKeyboard Shortcuts

| 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 |

PostgreSQLKeyboard Shortcuts

| Query Tool | |
|---------------------------|------------------|
| Execute query | F 5 |
| 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 |

PostgreSQLKeyboard Shortcuts

Desktop Runtime



Display the runtime's About box

Option +

Shift

Α

Open the runtime preferences dialogue

Option

+

Shift +

U

Open an arbitrary URL

Option

+

Shift

U

Quit

 \mathfrak{H}

+

Q

Zoom in

 \mathfrak{H}

+

+

Zoom out

 \mathfrak{H}

.

Reset the zoom level

 \mathbb{H}

+

0

SQL Editors

Move to the beginning of the line

Option

+

•

Move to the end of the line

Option

+

•

Move left one word

 \mathbb{H}

+

Option

+

PostgreSQL Keyboard Shortcuts

| SQL Editors | |
|-------------------------------------|-------------|
| Move right one word | # + Alt + ► |
| 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 |
| | |

PostgreSQL Keyboard Shortcuts

| Query Tool Keyboard Shortcuts for N | 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 |

DB2Keyboard Shortcuts





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

Goes to the numbered bookmark

Ctrl

_ 9

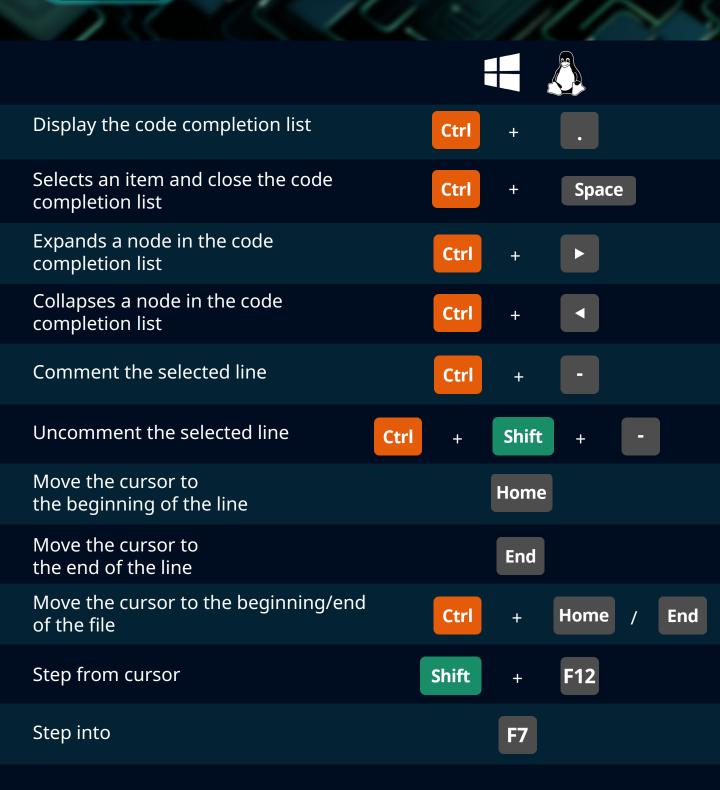
Converts the selected text to lowercase

Ctrl

+

L

DB2Keyboard Shortcuts



SQL DB2
Keyboard Shortcuts





Step out Shift +

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

Delete text to the beginning of the previous word

Ctrl + BackSpace +

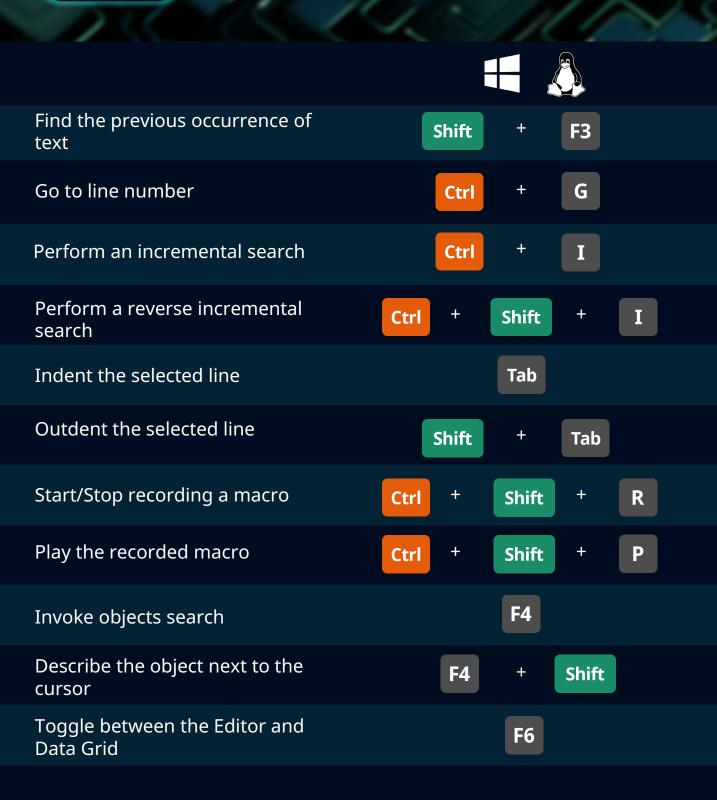
Delete the entire script Ctrl + Shift + Del

Find text Ctrl + F

Find the next occurrence of text F3

selected)

DB2 Keyboard Shortcuts



DB2Keyboard Shortcuts





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

Space

Display the Code Snippets folder browser

Ctrl

+

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

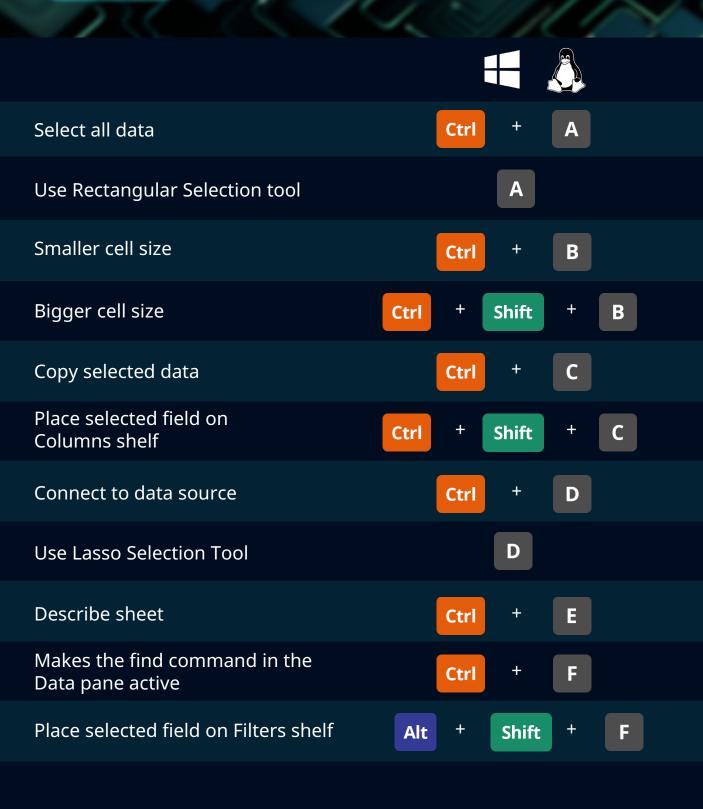
Ctrl

+

Del



GeneralKeyboard Shortcuts



GeneralKeyboard Shortcuts





Switch in and out of Presentation Mode

Ctrl





Switch in and out of Presentation Mode

F

F7

Ι

Place selected field on Size

Alt

+

Shift

J

L

Ν

Flip orientation of column labels at bottom of view

Ctrl

•

Place selected field on Detail

Alt

+

Shift

L

New worksheet

Ctrl

New workbook

Ctrl

Open file

Ctrl

0

Place selected field on Color

Alt

+

Shift

0

Print

Ctrl

-

Р

Place selected field on Pages shelf

Alt

+

Shift

+

P

GeneralKeyboard Shortcuts





Place selected field on Rows shelf

Alt

+ |

Shift

+

R

Save file

Ctrl

+

S

Use Radial Selection Tool

S

Shift

Place selected field on Shape

Alt

+

+

S

Place selected field on Text/Label

Alt

+

Shift

Paste clipboard

Ctrl

ı

Ctrl

W

Cut text selection (e.g., in captions,

Swap rows and columns

titles, formulas, etc.)

Ctrl

+

X

Place selected field on Rows shelf

Alt

+

Shift

+

Redo

Ctrl

+

Υ

Place selected field on Columns shelf

Alt

+

Shift

F

Y

X

GeneralKeyboard Shortcuts





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

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

Opens the Help

F1

Closes the current workbook

Alt

+

Starts and stops forward playback on the pages shelf

F4

Starts and stops backward playback on the pages shelf

Shift

+

F4

F4

GeneralKeyboard Shortcuts





| 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 | F 9 |
| Toggles Automatic Updates on and off | F10 |
| Reverts workbook to last saved state | F12 |
| Clears the selection (Desktop and Reader only) | Esc |

Navigation & Selection

Keyboard Shortcuts





Selects the mark Click

Selects a group of marks Drag

Adds individual marks Ctrl Click to the selection

Adds a group of marks to the Drag Ctrl selection

Drag Pans around the view Shift

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

Ctrl Click Shift Alt (requires zoom mode if not map)

Double-click Shift Zooms out

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

Zooms in and out on a map Scroll

Drags a row and scrolls through a Drag to Click Hold bottom of pane long list simultaneously

Zooms out from a point on a map

Field SelectionKeyboard 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

GeneralKeyboard Shortcuts



Select all data + A

Use Rectangular Selection tool

Smaller cell size # B

Bigger cell size # Shift + B

Copy selected data # C

Place selected field on Columns shelf + Shift + C

Connect to data source # + D

Use Lasso Selection Tool

Describe sheet # E

Makes the find command in the Data pane active + **F**

Place selected field on Filters shelf Option + Shift + F

GeneralKeyboard Shortcuts



Enter/Exit Full Screen

Ctrl

+

 \mathbb{H}

F

Switch in and out of Presentation Mode

Option

Enter

Place selected field on Size

Option .

Shift

Ι

Place selected field on Detail

Option +

Shift

L

New worksheet

 \mathbb{H}

Т

New workbook

 \mathbb{H}

Ν

Open file

 \mathfrak{H}

0

Place selected field on Color

Option

Shift

0

Print

 \mathbb{H}

P

Place selected field on Pages shelf

Option

Shift

Р

GeneralKeyboard Shortcuts



| 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 + # 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 |

General Keyboard Shortcuts



| 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! | # + 1 |
| Add the selected field to the sheet Only works with a single field | t. Return |
| Opens the Help | Ctrl + # ? |
| | |

 \mathfrak{H}

W

Closes the current workbook

GeneralKeyboard Shortcuts



| Refreshes the data source | | \mathbb{H} | + | R | |
|--|--------|--------------|-----|---|---|
| Skip forward one page | | H | + | | |
| Skip forward one page | | \mathbb{H} | + | , | |
| Cycle forward through open worksheets | Shift | + | H | + | } |
| Cycle backward through open worksheets | Shift | + | H | + | { |
| Run update | Shift | + | H | + | 0 |
| Toggles Automatic Updates on and off | Option | + | H | + | 0 |
| Reverts workbook to last saved state | Option | + | H | + | E |
| Clears the selection (Desktop and Reader only) | | | Esc | | |

Navigation & Selection

Keyboard Shortcuts



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 Shift + 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) Shift + Option + H Click

Zooms out Shift + Double-click

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

Shift + # Drag

Zooms in and out on a map Scroll

Drags a row and scrolls through a Click + Scroll + # Hold

Field SelectionKeyboard Shortcuts



Opens the Drop Field menu

Option

Drag to shelf

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

 \Re

+ Drag

Adds a field to the view

Double-click



Basic Keyboard Shortcuts



Select an Area of CellsKeyboard 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 |

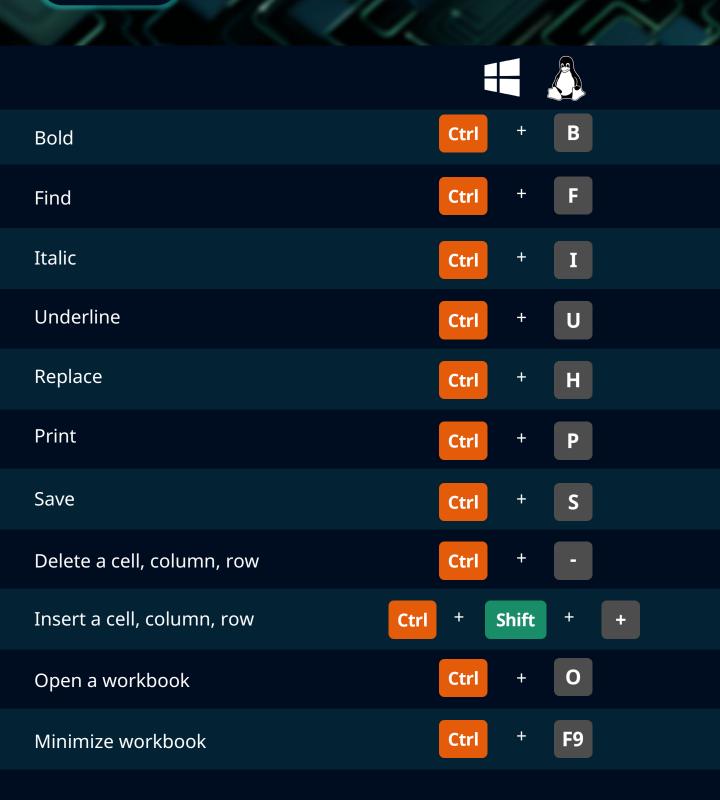
Data Entry Keyboard Shortcuts



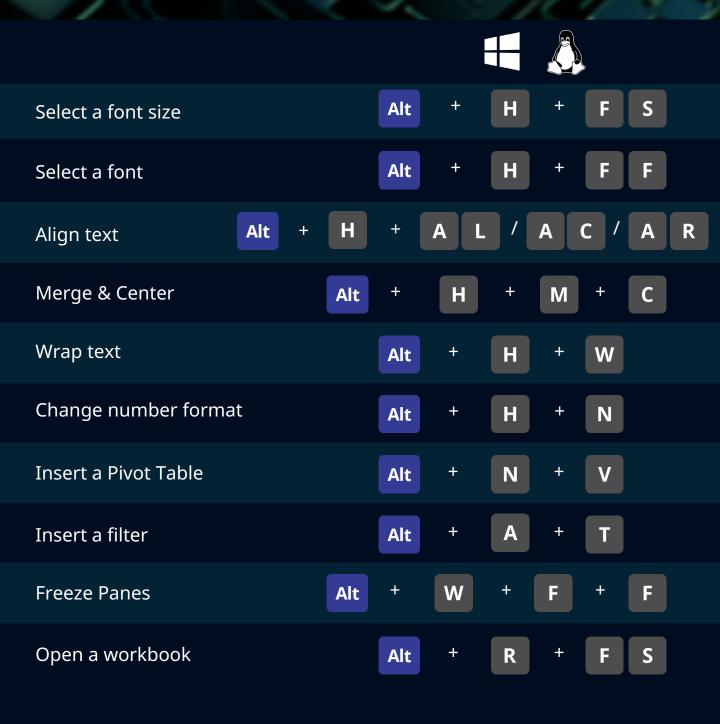


| Edit cell | F2 | |
|--|-------------|--|
| Obtain the same cell as above (fill down) | Ctrl + D | |
| Obtain the same cell as the one to the left (fill right) | Ctrl + R | |
| Repeat last operation | F4 | |
| Repeat last operation (Redo) | Ctrl + Y | |
| Delete text in the formula bar (until the end of the line) | Ctrl + Del | |
| Type on a new line within the same cell | Alt + Enter | |
| Create/Edit a comment | Shift + F2 | |

"Ctrl"Keyboard Shortcuts



Excel "Alt"*
Keyboard Shortcuts



^{*} For combinations generated with "Alt", press buttons one after the other

Transpose

Divide by a copied cell

Paste Special Column width

"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 | |
| | | | | | | | | |

Alt

Alt

Alt

E

W

^{*} For combinations generated with "Alt", press buttons one after the other

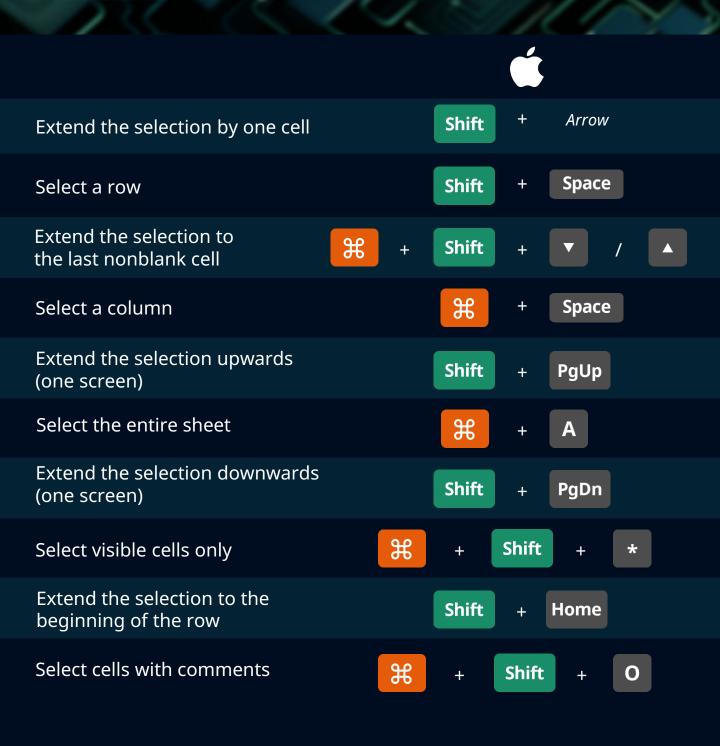
Other Keyboard Shortcuts

| "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 + |
| Fastestpelial Column width | Ctrl + 1 |
| Close Excel | Alt + F4 |

Basic Keyboard Shortcuts



Select an Area of CellsKeyboard Shortcuts



Data EntryKeyboard Shortcuts



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

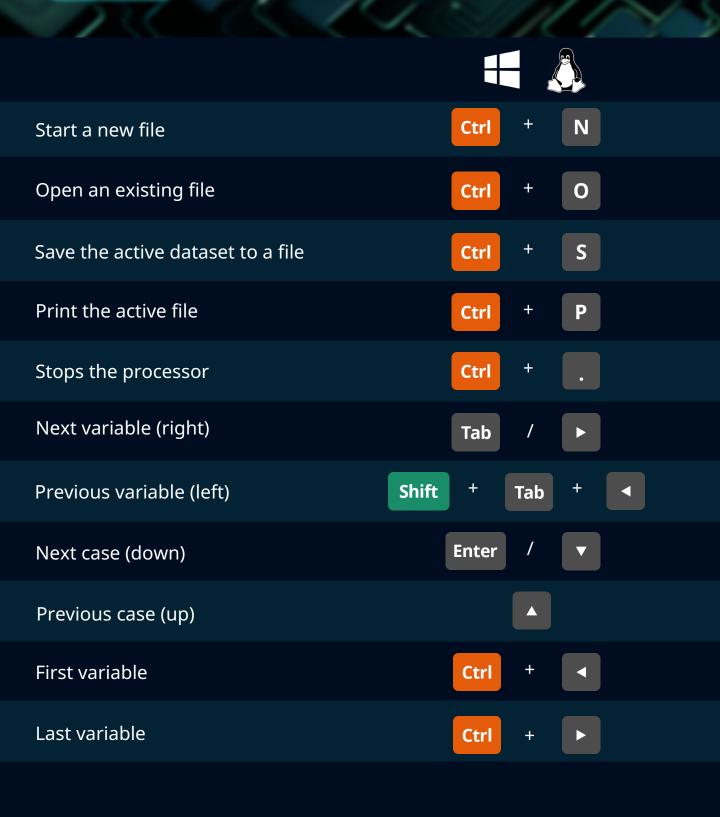
Repeat last operation (Redo) # Shift + Y

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

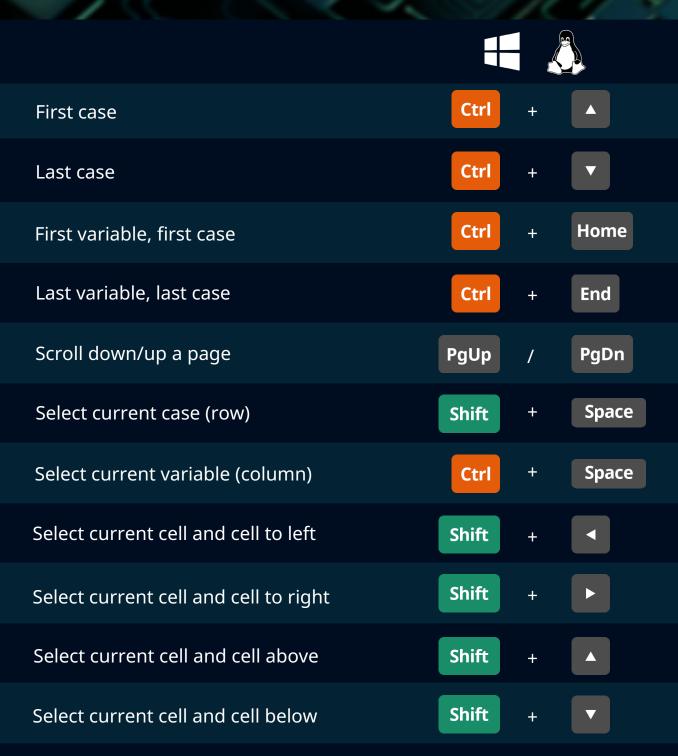
Start a new Line in the same cell Ctrl + Option + Enter



Data EditorKeyboard Shortcuts



Data EditorKeyboard Shortcuts



Data EditorKeyboard Shortcuts





Copy selection

Ctrl



C

Cut selection

Ctrl



X

Paste selection

Ctrl





Delete selection

Del

Undo an action in a previously edited cell

Ctrl



Z

Redo an action in a previously edited cell

Ctrl

F

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

+

•

/

Data EditorKeyboard Shortcuts





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

H

End

Restore cell contents

Esc

Switch between Data/Variable view

Ctrl

+

Т

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

Space

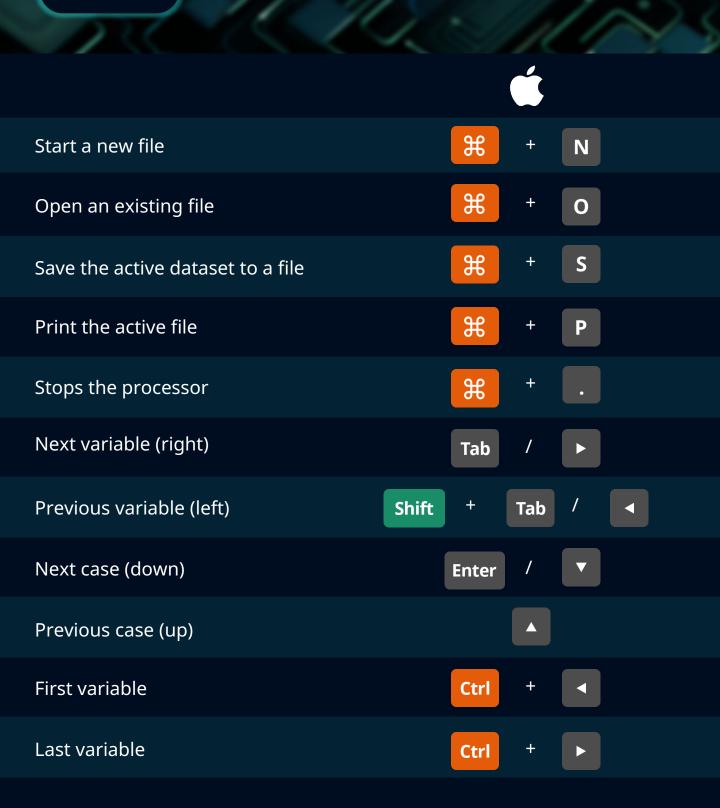
Activate drop-down lists for Align and Measure columns

Alt

+



Data EditorKeyboard Shortcuts



Data EditorKeyboard Shortcuts

| | É |
|---------------------------------------|---------------|
| 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 + ▼ |
| | |

Data EditorKeyboard Shortcuts



Copy selection

 \mathfrak{H}

۲

C

Cut selection

 \mathfrak{H}

+

X

Paste selection

 \mathfrak{H}

+

V

Delete selection

Del

Undo an action in a previously edited cell

 \mathfrak{H}

+

Z

Redo an action in a previously edited cell

 \mathfrak{H}

+

Y

Find data within a variable

 \mathfrak{H}

+



Keyboard Shortcuts

Abbreviation Keyboard Shortcuts





Add a new abbreviation

Ctrl

Shift

Α

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

4

*

^{*}Please, use the number pad button.

Keyboard Shortcuts

Command and Macro Support Shortcuts





Add or change macros



Shift

М

Execute the last recorded macro



F

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



Delete previous character

Shift

+

BackSpace

Keyboard Shortcuts

| 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

Keyboard Shortcuts

Line Markers





Go to the next marked line

F2

Go to the previous marked line

Shift

F2

Toggle marker on the current line

Ctrl

+

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

L

Home

Move cursor to the bottom of the file

Ctrl

+

PgDn

Move cursor to the bottom of the file

Ctrl

+

End

Move cursor down

 \blacktriangledown

Move cursor down a page

PgDn

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

Keyboard Shortcuts

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 Ctrl parentheses Move cursor to matching DO and Alt **END** keyword Move cursor to next case change Alt Move cursor to next word start Ctrl Move cursor to previous Alt case change Move cursor to previous word start Ctrl

Move cursor up

Keyboard Shortcuts

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



lacksquare

Keyboard Shortcuts

Selection

document





| Extend selection down a page | |
|-------------------------------|----|
| Extend selection to beginning | Ο. |



Shift



Shift





End

PgDn

Shift



previous case change

Shift

Keyboard Shortcuts

Selection





W





Selection Operations

Clean up whitespace characters

Ctrl

+

Shift

+

Comment the selection with line comments

Ctrl

1

Convert the selected text to lowercase

Ctrl

+

Shift

Convert the selected text to uppercase

Ctrl

+

Shift

U

Tab selection

Tab

Selection

Undo the Comment

Ctrl

+

Shift

+

1

Left Tab selection

Shift

+

Tab

+ Selection

Break Into DATA SCIENCE AND AI

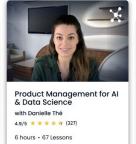
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