

TREETASKS CHEATSHEET

Esc
confirm editing

F1

F2

F3

F4

F5

F6

F7

F8

F9

F10

F11

F12

~
_

!
1

@
2

3

\$
4

%
5

^
6

&
7

*
8

(
9

)
0

-
_

+
=

Backspace

Tab
switch tab
(currently in dev)

Q
quit without saving

q
quit

W

w

E
set sched-
uled tomor-
row

e
set sched-
uled today

R
set due
tomorrow

r
set due
today

T
open new
tab (in dev)

Y
copy cursor

U
redo (cur-
rently in
dev)

u
undo (cur-
rently in
dev)

I
new child
(top)

i
edit title

O
new task
above

o
new task
below

P
paste(1)

{

[

}

]

|

\

Caps Lock

A
new child
(bottom)

a
edit text

S
save

s
sort(3)

D
cut(2)

F
toggle show
done

f
toggle done

G
toggle show
cancelled

g
toggle can-
celled

H
move to
parent

J
move down
(flat)

j
move down

K
move up
(flat)

k
move up

L
move to
children

:

;

”

’

Enter
confirm editing

Shift

Z
show all
categories

z
show only
categories

^X
abort edit-
ing

X
unhide
categories

x
hide cate-
gories

C
replace title

c
edit proper-
ties(4)

V
toggle sort
tagged
below

v
toggle col-
lapse

B
move se-
lected task
up

b
move se-
lected task
down

N
today
(schedule)

n
down
(schedule)

M
top
(schedule)

m
up
(schedule)

<

,

>

.

?

/

Shift

Ctrl

⌘

Alt

Space

Alt

⌘

Menu

Ctrl

Paste (1)

Keychains for pasting:

- pp Paste after cursor
- pP Paste in front of cursor
- po Paste as child, after other children
- p0 Paste as child, in front of other children

Cut/Delete (2)

Keychains for cutting/deleting:

- dd Cut cursor
- dD Delete cursor (to keep clipboard)

Sort (3)

Keychains for reordering the tree. The "natural" order defined by moving around tasks is always saved. Replace the second letter of the keychain by its corresponding capital to order in reverse.

- ss Restore natural order
- st Sort by title
- sp Sort by priority
- sc Sort by category
- sr Sort by due date
- se Sort by scheduled date
- sd Sort by whichever date is earlier (like the schedule)

Edit (4)

Keychains for editing tasks.

- cp Edit priority
- cc Edit category
- cr Edit due date
- ce Edit scheduled date

Without using keychains, the rest of the properties can be edited:

- i Edit title
- C Replace title
- a Edit description text