

# Keyboard Shortcuts (PC)

## Navigation

Action	Shortcut
Select Issue	<i>Left-Click</i>
Show/Hide Issue Details	o
Previous Issue	or k
Next Issue	or j
Expand Sub-Issues	
Collapse Sub-Issues	
For Large Structure	PgUp PgDn Home End
Add Column	t t
Expand All	++
Collapse All	--

## Structure Views

Action	Shortcut
Switch View	v v
Return to Previous View	v v v
Save View	v s
Save View As	v s s
Revert Changes to View	v r
Text Wrapping	v w
Horizontal Scrolling	v h

## Searching & Adding to Structure

Action	Shortcut
Switch Structure	s s
Add Issue	Ctrl+Enter

## Standard JIRA Actions

Action	Shortcut
Operations Dialog	.
Edit Issue	e
Comment on Issue	m
Assign Issue	a
Assign to Me	i
Edit Issue Labels	l
Actions Drop-Down	Alt+

## Changing Structure

Action	Shortcut
Move Up	Ctrl+
Move Down	Ctrl+
Indent	Ctrl+
Outdent	Ctrl+
Drag and Drop	Shift+Drag
Drag and Drop (Copy)	Ctrl+Shift+Drag
New Issue	Enter
New Sub-Issue	Insert <i>or</i> Shift+Enter
Remove from Structure	Delete
Select between Folder/Issue/Page (in Add dialog)	Alt+ or Alt+

## Changing Issues

Action	Shortcut
Edit Field	<i>Double-Click</i>
Edit Summary	Tab <i>or</i> F2
Finish & Save	Enter <i>or</i> Ctrl+Enter
Cancel Field Changes	Esc
Edit Next Field	Tab <i>or</i> Ctrl+Alt+
Edit Previous Field	Shift+Tab <i>or</i> Ctrl+Alt+
Edit Next Issue	Ctrl+Alt+
Edit Previous Issue	Ctrl+Alt+

## Selecting Issues

Action	Shortcut
Toggle Selection	Space
Select All	Ctrl+a
Select All Sub-Issues	Shift+
Deselect All Sub-Issues	Shift+
Expand Selection Down (Up)	Shift+ (Shift+)
Bulk Selection	Shift+PgUp Shift+PgDn Shift+Home Shift+End
Clear Selection	Escape

## Advanced

Action	Shortcut
Hide/Show Resolved	rr
Cut (Prepare to Move)	Ctrl+x

Paste (Move)	Ctrl+v
Paste Sub-Issue (Move)	Ctrl+Shift+v
Fix/Unfix View on Issue	Ctrl+.
Switch Panel	\
<a href="#">View Full-Size Image</a>	ii
Show/Hide Issue Details without Switching Panel	Shift+o
Show Automation	~
Toggle Structure description	d d