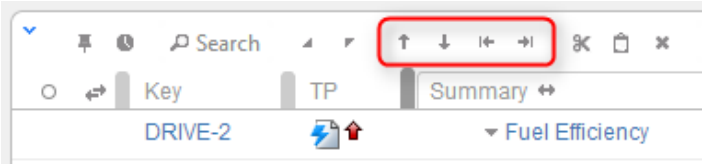
Moving Issues within Structure

Basic Moves

There are four basic operations that change structure. All of them are available on the toolbar, and they also can be done from keyboard. Hover mouse pointer over the operation button in the toolbar and a tooltip with the keyboard shortcut will appear.



Operation	Keyboard Shortcut	What it does
Move Up	Ctrl + Up	Without changing the issue's parent, moves the issue up and places it before the previous child - if possible.
Move Down	Ctrl + Down	Without changing the issue's parent, moves the issue down and places it after the next child - if possible.
Level Up / Unindent	Ctrl + Left	Makes the issue follow its current parent. The new issue's parent is the previous parent's parent. (Confusing enough? Simply speaking, you're moving the issue one indent level to the left.)
Level Down / Indent	Ctrl + Right	Move the issue to be a sub-issue of its current preceding sibling. You guessed it, it's one indent level to the right.

When you move an issue that has sub-issues, the whole sub-tree is moved.

When you make changes in the structure, they are uploaded to the server asynchronously, allowing you to continue working regardless of the network delay. You can do a rapid succession of the basic moves, for example, regardless of the time it takes to effect these changes on the server side. There's a **synchronizing** icon in the widget status bar that tells whether there are pending uploads or downloads.

Moving an Issue to an Arbitrary Position

The basic moves can only adjust issue position one place at a time, so if you need to place an issue at a specific position not close to its current position, you can do that with Drag-and-Drop or Cut & Paste. Cut & Paste also allows to copy hierarchy from one structure to another.

Moving issues with Drag-and-Drop or Cut & Paste can be undone.

Multiple Selection

You can select multiple issues and move them all together in one action. Move Up/Down and Level Up/Down support moving multiple issues only if they are at the same level in the hierarchy and under the same parent. Drag & Drop and Copy & Paste support multiple issue selection in any configuration.

See also: Selecting Multiple Issues