Selecting Multiple Items
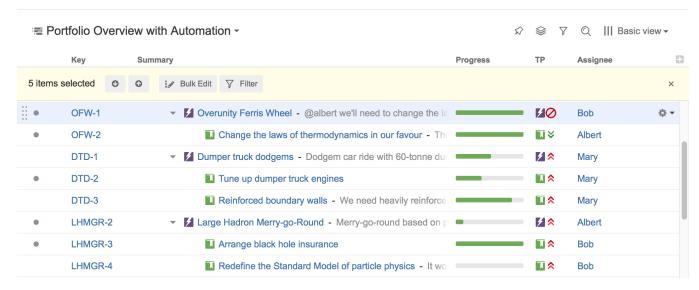
To select multiple items (for moving, copying, deleting, or editing), do one of the following:

- Click the gray dot at the beginning of the item row for each item you wish to select
- Press **Space** to add the currently-focused item, and then move to the next issue and press **Space** again
- Hold **Shift** and use the Up and Down arrows to select a range of issues
- Hold **Shift** and use the Right/Left arrows to select/deselect the focused issue with all its sub-issues
- Hit **Ctrl+A** (**Command+A** on Mac) to select all issues

Selected items are marked with a filled circle, and an additional panel appears at the top of the grid showing the number of selected items and several action buttons.
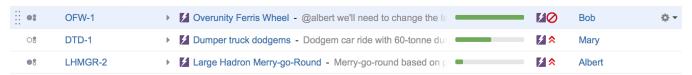

The selection panel offers the following features:

- Move focus from one selected item to another by clicking the up and down arrows
- Bulk Edit the selected issues using the Jira bulk change wizard
- Show only selected items and their parents by clicking the Filter button
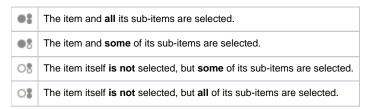- Remove all selections by clicking the close button in the right corner of the panel

Special Selection Markers

If you collapse a list of sub-items, the selection marker of the parent item will show if it contains any selected sub-issues.

For example, if you collapse sub-issues of *OFW-1*, *DTD-1*, and *LHMGR-2* in the example below, you will see these selection markers (the large and small circles to the left of each row):

The meaning of each marker is as follows:

⬤🔘	The item and **all** its sub-items are selected.
⬤🔘	The item and **some** of its sub-items are selected.
◯🔘	The item itself **is not** selected, but **some** of its sub-items are selected.
◯🔘	The item itself **is not** selected, but **all** of its sub-items are selected.

Changing Multiple Items

The following actions work with the multi-selection:

- Drag and drop lets you move a selection of items within a structure or between two structures
- Cut and paste allows you to move items within a structure and between different structures

- **Remove button** or **Delete** key lets you remove multiple items from the structure
- Toolbar buttons *Move Up*, *Move Down*, *Indent* and *Outdent* are allowed for multiple items, only if all items in the selection are at the same level in hierarchy and have the same parent item
- Bulk Change lets you use the Jira bulk change wizard to modify the selected issues

Exiting Multi-Select Mode

To exit multi-select mode (and deselect all items), press the **x** button at the far right of the selection panel or press the **Escape** key.

> ✅ You can also press **Ctrl+A** (**Command+A**) twice – the first key stroke will select all items, the second one will deselect all items.