



# NewsBin Pro cheat sheet

## General

Ctrl + N	Create a new configuration
Ctrl + O	Open configuration
Ctrl + S	Save configuration
Ctrl + F	Load NZB file
Alt + 1	Toggle upper left pane (only available in Version 4 and 5)
Alt + 2	Toggle upper panes (only available in Version 4)
Alt + 3	Toggle bottom pane (only available in Version 4)

## Post and search tab

Insert or Ctrl + E	Add to download list
Ctrl + Shift + E	Add to top of download list
Shift + Left click	(click in the box to the left of the post) Add to top of download list
Shift + Double click	(doubleclick anywhere on a subject in the post list) Add to top of download list
Ctrl + T	Toggle date / age (available after Version 5.5 series)
Ctrl + Y	Add to download list, bypass filters
Shift + Ctrl + Y	Add to top of download list, bypass filters
Del	Mark post read
Shift + Del	Delete post
Ctrl + Insert	Add to scratch list
Ctrl + R	Read post body
Ctrl + P	Lockout poster
Ctrl + W	Lockout poster keyword
Ctrl + U	Unlock poster

## Groups tab

Ctrl + L	Show posts from a selected newsgroup
Ctrl + G	Download latest
Del	Delete group from group tab
Double click	Download latest, show posts

## Files tab

Ctrl + M	Launch associated applications
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## Download tab

Ctrl + Up arrow	Move up
Ctrl + Down arrow	Move down
Ctrl + Page Up	Move to top
Ctrl + Page Down	Move to down

## Standard Windows keyboard navigation

F1	Display help
Alt or F10	Activate menu bar
Ctrl + A	Select all items
Alt + Down arrow	Open drop-down box on the focus
Ctrl + Tab	Switch to next child window
Alt + F4	Close application
Right arrow	Expand current selection
Left arrow	Collapse current selection
Ctrl + Num +	Auto adjust column widths
Tab	(in dialog box) Next field
Shift + Tab	(in dialog box) Previous field
Space	(in dialog box) If the current control is a button, this clicks the button. If the current control is a check box, this toggles the check box. If the current control is an option, this selects the option
Enter	Same as a left mouse click on item with focus
Esc	Cancels most functions
Ctrl + Shift + Arrow keys	Highlight block of text
Shift + Arrow keys	Select text
F3	Display the Search Tab
Alt + Space	Open the shortcut menu for the active window
Shift + F10	Open right-click menu
Alt	+ underlined letter: Display the corresponding menu

Ctrl + F4

Close window

*Last modification:* م 8:10:21 قرجلا دعب 14/3/1441

*More information:* [defkey.com/ar/newsbin-pro-shortcuts](https://defkey.com/ar/newsbin-pro-shortcuts)

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