



OmniFocus 3.3 (iOS) cheat sheet

Universal

Cmd + X	Cut
Cmd + C	Copy
Cmd + V	Paste
Cmd + Z	Undo
Shift + Cmd + Z	Redo

Outline

Space	Complete / Uncomplete
Option + Space	Drop / Undrop

Inspector

Cmd + '	Edit note
Shift + Cmd + L	Set / Remove flag
Control + 1	Info
Control + 2	Note
Control + 3	Attachments
Cmd + S	Save (when adding a new item only)
Option + Cmd + S	Save plus (when adding a new item only)
Cmd + .	Cancel
Cmd + Del	Delete
Cmd + Up arrow	Previous item
Cmd + Down arrow	Next item

Projects perspective

Shift + Cmd + N	New project
Cmd + Option + Shift + N	New folder

Tags perspective

□ + Control + N	New tag
-----------------	---------

Review perspective

□ + Shift + R	Mark reviewed
---------------	---------------

Navigation

□ + ,	OmniFocus settings
Control + Option + Space	New Inbox item
□ + N	New action
□ + Shift + S	Sync
□ + F	Search
□ + [0 - 9]	Favorite perspectives
□ + Control + 0	Collapse all
□ + Control + 9	Expand all
□ + Shift + H	Home
□ + ?	OmniFocus help

For useful gestures, visit the source link below.

Source: Omnigroup

Last modification: 14/3/1441 م فرج 8:10:44

More information: defkey.com/ar/omnifocus-ios-shortcuts

[Customize this PDF...](#)