

Hey email cheat sheet

Navigation shortcuts

These shortcuts help you quickly navigate between the main areas in HEY.

1 or Ctrl + 1	Imbox
2 or Ctrl + 2	The Feed
3 or Ctrl + 3	Paper Trail
4 or Ctrl + 4	Reply Later
5 or Ctrl + 5	Set Aside
6 or Ctrl + 6	All Files
S or /	Search
H or Meta + J	HEY menu
?	Show Shortcuts

Pop-up menu shortcuts

These shortcuts work on every pop-up menu in HEY.

Enter or Space	Open a menu
Down arrow	Next menu item
Up arrow	Previous menu item
Esc	Clear input text
Esc	(second press if the input contains text) Close menu
Tab	Close menu and focus next element on the page

Message action shortcuts

These shortcuts work on any message screen.

R	Reply Now
L	Move to Reply Later
A	Move to Set Aside
Z	Bubble Up
F	Forward
B	Label
V	Move
T	Trash

Bulk action shortcuts

Bulk actions are supported in the main boxes; The Imbox, The Feed, Paper Trail, Set Aside, Reply Later, and Bubble Up.

X	Select row
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J or Up arrow	Next row
K or Down arrow	Previous row
Enter	Open thread
;	Focus the bulk actions menu
L	Move to Reply Later
A	Move to Set Aside
Z	Bubble Up
U	Mark Unseen
I	Move to Imbox
P	Move to Paper Trail
D	Move to The Feed
O	Read Together
F	Reply Together
B	Add to label
R	Add to Collection
Y	Add a sticky
G	Merge
-	Ignore
T	Trash

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More information: defkey.com/be/hey-email-shortcuts

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