Everything cheat sheet

Search edit

Ctrl + A	Select all text
Ctrl + Backspace	Delete previous word
Ctrl + Space	Complete search. Requires search history to be enabled
Enter	Focus result list and select the item with the highest run count
Up arrow / Down arrow	Focus result list
Alt + Up arrow / Down arrow	Show search history
Double click	Select word
Click three times (rapidly)	Select all

Result list

F2	Rename the focused item
Del	Move selected items to the recycle bin
Shift + Del	Permanently delete selected items
Left arrow	Scroll left
Right arrow	Scroll right
Ctrl + Left arrow	Scroll left one page
Ctrl + Right arrow	Scroll right one page
Enter	Open the selected items
Ctrl + Enter	Open the path of the selected item
Alt + Enter	Display properties of the selected items
Ctrl + +	Auto adjust column widths
updown or Page Up or Page Down or Home or End	Navigate item focus and selection
Shift + updown or Shift + Page Up or Shift + Page Down or Shift + Home or Shift + End	Extend item selection
Ctrl + updown or Ctrl + Page Up or Ctrl + Page Down or Ctrl + Home or Ctrl + End	Navigate item focus
Ctrl + Shift + updown or Ctrl + Shift + Page Up or Ctrl + Shift + Page Down or Ctrl + Shift + Home or Ctrl + Shift + End	Extend item selection, keeping the current selection
Space	Select focus
Ctrl + Space	Toggle item selection
Esc	Cancel any current actions
Ctrl + A	Select all items
Ctrl + C or Ctrl + Insert	Copy selected items
Ctrl + E	Read the file size, date and attributes of the current selection. May be useful before exporting all sizes, dates and attributes
Ctrl + V or Shift + Insert	Paste items from the clipboard into the selected folder
Ctrl + X	Cut selected items
Ctrl + Shift + C	Copy the full path and name of the current selection to the clipboard
Shift + F10	Display item context menu for the current selection. Displays the result list context menu if no selection
Any character: Adds a character to the jump to text.	
Backspace	Remove the last character in the jump to text

General keyboard shortcuts

These shortcuts that can be used when an Everything search window has focus

Esc or Ctrl + W	Close the Everything window
F1	Show the Everything help
F3 or Ctrl + F or Alt + D	Focus and highlight the search edit
F5	Reload icons, file sizes, dates and attributes
F11	Toggle fullscreen
Ctrl + Tab or Ctrl +	Cycle between open windows

Shift + Tab	
Tab or Shift + Tab	Cycle between search edit and results view
Esc	Close the current window
Alt + 1	Resize the window to 512 x 398
Alt + 2	Resize the window to 640 x 497
Alt + 3	Resize the window to 768 x 597
Alt + 4	Auto size the window
Alt + P	Toggle the preview pane
Ctrl + Shift + 1	Toggle extra large thumbnails
Ctrl + Shift + 2	Toggle large thumbnails
Ctrl + Shift + 3	Toggle medium thumbnails
Ctrl + Shift + 6	Toggle detail view
Ctrl + Alt + +	Increase thumbnail size
Ctrl + Alt + -	Decrease thumbnail size
Ctrl + `	Toggle debug console
Ctrl + F1	Show About Everything
Ctrl + 1	Sort by name
Ctrl + 2	Sort by path
Ctrl + 3	Sort by size
Ctrl + 4	Sort by extension
Ctrl + 5	Sort by type
Ctrl + 6	Sort by date modified
Ctrl + 7	Sort by date created
Ctrl + 8	Sort by attributes
Ctrl + 9	Sort by date recently changed
Ctrl + B	Toggle match whole word
Ctrl + D	Bookmark the current search
Ctrl + I	Toggle match case
Ctrl + M	Toggle match diacritics
Ctrl + N	Open a new search window
Ctrl + O	Open an Everything file list
Ctrl + P	Show the Options window
Ctrl + Q	Exit Everything
Ctrl + R	Toggle Regex
Ctrl + S	Export the current results to an Everything file list, csv or txt file
Ctrl + T	Toggle always on top
Ctrl + U	Toggle match path
Ctrl + +	Increase text size
Ctrl + -	Decrease text size
Ctrl + 0	Reset text size to Normal
Ctrl + Wheel up or Ctrl + Wheel down	Change view
Alt + Home	Go to the home search
Alt + Left arrow	Go back to the previous search
Alt + Right arrow	Go forward to the next search
Ctrl + Shift + F	Organize filters
Ctrl + Shift + B	Organize bookmarks
Ctrl + H or Ctrl + Shift + H	Show all search history

Global hotkeys

The Everything search window can be shown by pressing a hotkey. Hotkeys can be used anywhere in Windows.

To define a global hotkey to open Everything, from the Tools menu, click Options then click the Keyboard tab.

Last modification: 4/15/2021 8:07:50 AM

More information: *defkey.com/everything-shortcuts*

Customize this PDF...