



TestRail cheat sheet

General

Enter	Submits a dialog (unless a text control is currently focused). Applies to all dialogs in TestRail (e.g. the Add Result dialog).
Ctrl + S	Submits a form. Applies to all forms in TestRail (for example, the page that opens when you edit a test case).

Cases

E	Opens the form to edit the test case
J	Navigates to the next case in the test suite/case repository
K	Navigates to the previous case in the test suite/case repository
Ctrl + Up arrow	Moves the current step up (with separated steps)
Ctrl + Down arrow	Moves the current step down (with separated steps)
Ctrl + .	Adds a new step after the current step (with separated steps)
Alt + .	Adds a new step after the last step (with separated steps)

Dashboard

P	Opens the form to add a new project
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Milestones

E	Opens the form to edit the milestone
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Plans

E	Opens the form to edit the test plan
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Projects

E	On the project overview page, opens the form to edit the project
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Runs

A	Opens the Assign To dialog (for the currently selected tests, if any)
E	Opens the form to edit the test run
R	Opens the Add Result dialog (for the currently selected tests, if any)

Available since TestRail 5.1

J	With active three-pane view, navigates to the next test in the run
K	With active three-pane view, navigates to the previous test in the run
P	With active three-pane view, passes the currently selected test
Q	Toggles the three-pane view (if previously active)
Alt + M	With active three-pane view, activates the comment field for the currently selected test (Ctrl + Enter submits the comment)
Alt + R	With active three-pane view, opens the Add Result dialog for the currently selected test

Suites

C	Opens the forms to add a new test case to the suite
Mod + .	Activates the inline-add feature to add a new test case to the current section (subgroups and selected view modes only)
E	Opens the form to edit the test suite (or opens the Edit Description dialog if using the single-suite project mode)
R	Opens the forms to add a new test run for the suite
S	Opens the dialog to add a new section to the end of the suite

Ctrl + S	Opens the dialog to add a new subsection to the current section (subgroups and selected view modes only)
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Available since TestRail 5.1

J	With active three-pane view, navigates to the next case in the test suite/case repository
K	With active three-pane view, navigates to the previous case in the test suite/case repository
Q	Toggles the three-pane view (if previously active)

Test

A	Opens the Assign To dialog to assign the test
C	Navigates to the test case of the test
E	Opens the form to edit the test case of the test
J	Navigates to the next test in the test run
K	Navigates to the previous test in the test run
M	Opens the Add Comment dialog to add a comment
R	Opens the Add Test Result dialog to add a test result

Administration

U	Add new user on the administration Users tab
M	Add multiple users on the administration Users tab

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More information: defkey.com/id/testrail-shortcuts

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