



MindMeister cheat sheet

General

Insert or Tab	Add a child idea
Enter	Add a sibling idea below
Shift + Enter	Add a sibling idea above
Del or Backspace	Delete an idea
Alt + C	Add a connection
Arrow keys	Navigate between topics
Space	Open/close branches
+	Zoom in
-	Zoom out
F6	Recenter
Ctrl + F	Find topic
Ctrl + Alt + F	Fullscreen Mode

Select and edit

Shift + Left click	Select a range of topics with the same parent
Ctrl + Left click	Select multiple single topics
Ctrl + A	Select all topics
Ctrl + Left arrow	Select next level left
Ctrl + Right arrow	Select next level right
Ctrl + Enter	Edit Caption
Enter	Commit changes
Esc	Cancel editing
Shift + Enter	Add line break
Ctrl + F2	Add / Edit Note
Ctrl + S	Save Note

Format

Ctrl + B	Toggle bold
Ctrl + I	Toggle italic
Alt + Shift + Up arrow / Down arrow	Make font bigger / smaller

Move and rearrange

Ctrl + X	Cut
Ctrl + C	Copy
Ctrl + V	Paste

Ctrl + Shift + V	Paste style
Ctrl + Up arrow / Down arrow	Move topic up / down

More shortcuts

Ctrl + Z	Undo
Ctrl + Y	Redo
Alt + 1	Show 1 level
Alt + 2	Show 2 levels
Alt + 0	Show all levels
Alt + Shift + N	Open notes dialog
Alt + Shift + L	Open links dialog
Alt + Shift + T	Open tasks dialog
Alt + Shift + P	Toggle Sidebar
M or Ctrl + M	Open Context Menu
O or Ctrl + O	Open Map Switcher
Source:	Mindmeister

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More information: defkey.com/mindmeister-shortcuts

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