



MS-DOS Edit cheat sheet

INSERTING

Insert	switch to insert/overwrite
Home, Ctrl + N	line above
End + Enter	line below
Shift + Insert	from clipboard
Enter	Start a new line
Tab	Indent the selected lines
Shift + Tab	Unindent the selected lines
Ctrl + I	Insert tab character

SELECTING

Shift	Use in conjunction with the cursor movement function to select regions
Shift + Arrow keys	Characters/lines
Shift + Ctrl + Arrow keys	Words
Esc	Deselect

GETTING HELP

F1	On menus and commands
Shift + F1	Getting started

COPYING

Ctrl + Insert	To Clipboard
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FINDING

Ctrl + Q then F	Search for text
F3	Repeat find

DELETING

Ctrl + Y	Cut current line
Ctrl + Q then Y	Cut to end of line
Shift + Del	Cut selected text
Del	Erase selected text

CURSOR-MOVEMENT KEYS

Left arrow or Ctrl + S	Character left
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Right arrow or Ctrl + D Character right

Ctrl + Left arrow or Ctrl + A or Ctrl + Left arrow	Word left
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Ctrl + Right arrow Word right

Up arrow or Ctrl + E	Line up
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Down arrow Line down

Home	First indentation level of current line
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Ctrl + Q then S Beginning of current line

Ctrl + Enter	Beginning of next line
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End End of line

Ctrl + Q then E	Top of window
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Ctrl + Q then X Bottom of window

F6	Move to next window
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Alt + + Increase size of current window

Alt + -	Decrease size of current window
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Ctrl + End Move to the End of the document and add new line below

Ctrl + Home	Move to the start of the document
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TEXT-SCROLLING KEYS

Ctrl + Up arrow or Ctrl + W	Line up
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Ctrl + Down arrow or Ctrl + Z Line down

Page Up or Ctrl + R	Page up
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Page Down or Ctrl + C Page down

Ctrl + Page Up	Left one window
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Ctrl + Page Down Right one window

Ctrl + K then 0 or Ctrl + K then 1 or Ctrl + K then 2 or Ctrl + K then 3	Set bookmarks (maximum of 4)
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Ctrl + Q then 0 or Ctrl + Q then 1 or Ctrl + Q then 2 or Go to set bookmarks

Ctrl + Q then 3

TEXT-SELECTION KEYS

Shift + Left arrow	Character left
Shift + Right arrow	Character right
Shift + Ctrl + Left arrow	Word left
Shift + Ctrl + Right arrow	Word right
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Shift + Down arrow	Current line
Shift + Up arrow	Line above
Shift + Page Up	Screen up
Shift + Page Down	Screen down
Shift + Ctrl + Home	To beginning of file
Shift + Ctrl + End	To end of file

INSERT AND COPY KEYS

Insert	Switch between insert and overstrike modes
Ctrl + V	(MS-DOS but not Windows) Switch between insert and overstrike modes
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Ctrl + Insert	Copy selected text to the Clipboard
Ctrl + C	Copy the current selection to buffer (Windows but not MS-DOS)
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Shift + Del	Delete selected text and copy it to the Clipboard
Ctrl + Y	Delete current line and copy it to the Clipboard
Ctrl + X	Delete the current selection and copy it to buffer (Windows but not MS-DOS)
Ctrl + Q then Y	Delete to end of line and copy it to the Clipboard
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Shift + Insert	Paste the contents of the

	Clipboard
Ctrl + V	Paste (Windows but not MS-DOS)
End + Enter	Insert a blank line below the cursor position
Home then Ctrl + N	Insert a blank line above the cursor position
Ctrl + P then Ctrl + Key	Insert special characters

DELETE KEYS

Backspace or Ctrl + H	Delete one character to left of the cursor
Del or Ctrl + G	Delete one character at the cursor
Ctrl + T	Delete the rest of the word the cursor is on
Del	Delete selected text
Shift + Tab	Delete leading spaces from selected lines

FIND AND CHANGE KEYS

Ctrl + L or F3	Repeat find for same text
Ctrl + Q then F	Search for text
Ctrl + Q then A	Change text

WINDOW KEYS

Ctrl + F6	Open second edit window (Windows but not MS-DOS)
Ctrl + F4	Close second edit windows (Windows but not MS-DOS)
Ctrl + F8	Resize edit windows

TOP BAR KEYS

Alt	Access the top bar options
Esc	Exit the top bar menu and return to editing

HELP KEYS

F1 or Right click	View Help on the MS-DOS Editor environment
Esc	Exit Help

Shift + F1	View Getting Started
Alt + H	Display the Help menu
Tab	Move cursor to next Help topic
Shift + Tab	Move cursor to previous Help topic
[A - Z]	Move cursor to next Help topic with starting character
Alt + F1	View previous Help topic (repeat up to 20 times)
Double click	(on the button) View previous Help topic (repeat up to 20 times)
Ctrl + F1	View the next topic in the Help file
Shift + Ctrl + F1	View the previous topic in the Help file

Unknown

Ctrl + 2	Ads space to the left (Windows but not MS-DOS)
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More information: defkey.com/ms-dos-edit-shortcuts

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