QuickBooks Desktop (Mac) cheat sheet

General

Cmd + ,	QuickBooks > Preferences
Cmd + H	QuickBooks > Hide QuickBooks
Option + Cmd + H	QuickBooks > Hide Others
Cmd + Q	QuickBooks > Quit QuickBooks
Option + Cmd + N	File > New Company
Cmd + O	File > Open Company
Option + Cmd + W	File > Close Company
Cmd + W	File > Close Window
Cmd + P	File > Print
Cmd + M	Windows > Minimize
Cmd + ?	Help > QuickBooks Help
Control + Left click	Display Contextual menu
Cmd + 1	Display Product and File info

Editing

Cmd + Z	Edit > Undo
Cmd + X	Edit > Cut
Cmd + C	Edit > Copy
Cmd + V	Edit > Paste
Cmd + Y	Edit > Insert Line
Cmd + B	Edit > Delete Line
Cmd + E	Edit > Edit
Cmd + N	Edit > N
Cmd + D	Edit > Delete
Cmd + +	Edit > Memorize
Cmd + U	Edit > Transaction History
Option + Cmd + C	Edit > Copy Transaction
Cmd + G	Edit > Go To Transfer
Cmd + L	Edit > Show List
Cmd + R	Edit > Use Register
Cmd + F	Edit > Find
Del	Delete the character to the left of the insertion point

Activities

Page Down	Down one screen
Page Up	Up one screen
Command + Page	First item on list or first
Up	transaction of a month in register
Command + Page Down	Last item on list or first transaction of a month in register
Cmd + Home	First transaction in register
Cmd + End	Last transaction in register
Shift + Left click	(click the close box) Close all windows in QuickBooks
Tab	Next field
Shift + Tab	Previous field
Right arrow	Report column to the right
Left arrow	Report column to the left
Down arrow	Report row below or line below in form detail area
Up arrow	Report row above or line above in form detail area

Dates

+	Next day
-	Previous day
T	Today
W	First day of the week
K	Last day of the week
M	First day of the month
H	Last day of the month
Y	First day of the year
R	Last day of the year

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More information: *defkey.com/quickbooks-desktop-mac-shortcuts*

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