Quicken 2018 cheat sheet

Features and lists

Alt + Home	Go to the Home tab
Ctrl + W	Go to the Write Checks screen
Ctrl + K	Go to the Calendar
Ctrl + A	Go to the Account List
Ctrl + Shift + C	Go to the Category List
Ctrl + L	Go to the Tag List
Ctrl + J	Go to the Bill & Income Reminders dialog
Ctrl + Shift + M	Go to the Manage Hidden Accounts dialog
Ctrl + T	Go to the Memorized Payee List
Ctrl + P	Print
[A - Z] then Down arrow	Select an item in a list

Dates

T	Today
M	First day of this month
H	Last day of this month
Y	First day of this year
R	Last day of this year
Ctrl + G	Go to date

Moving around in windows and fields

F11	Maximize register view
Alt + Left arrow	Previous window
Alt + Right arrow	Next window
Tab	Next field or column
Shift + Tab	Previous field or column
Home	Beginning of field
Home then Home	First field in transaction or window or first report row
Home then Home then Home	First transaction in window
Home then Home then Home then Home	First transaction in register
Ctrl + Home	First transaction or upper left

	corner of report
End	End of field
End,	end Last field in transaction or window, or last report row
End then End then End	Last transaction in window
End then End then End then End	Last transaction in register
Ctrl + End	Last transaction or lower right corner of report
Page Down	Next window or check
Page Up	Previous window or check
Ctrl + Page Down	Next month
Ctrl + Page Up	First day of month
Up arrow / Down arrow	Up or down one row

File Operations

Ctrl + B	Back up a file
Ctrl + O	Open a file

Register and Write Checks

-	Decrease date or check number
+	Increase date or check number
'	Copy data from the field above the currently selected field in the Split Transaction dialog
Ctrl + Insert	Copy a field in the register
Shift + Del	Cut a field in the register
Shift + Insert	Paste a field in the register
Ctrl + D	Delete a transaction or split line
Ctrl + F	Find a transaction
Ctrl + H	Replace a transaction
Ctrl + N	Go to a new transaction
Ctrl + I	Insert a transaction
Ctrl + M	Memorize a transaction
Type payee name: QuickFill, automatic recall	
Tab	QuickFill, automatic completion
Ctrl + Up arrow / Down arrow	QuickFill list, scroll up or down
Alt + Down arrow	Open the calendar in the Date

	field; open a Payee, Tag, or Category window; or open the calculator in the Charge or Payment field
Enter or Ctrl + Enter	Record a transaction
Ctrl + R	Open the Reconcile dialog
Ctrl + S	Open the Split Transaction dialog
Ctrl + 5	Open the Enter Transaction dialog (accessibility feature)
Ctrl + X	Go to Transfer
F11	Switch to full register view
Ctrl + V	Void a transaction

Investments

Ctrl + U	Go to the Portfolio
Ctrl + Y	Go to the Security List
- or +	Decrease or increase a security price by 1/16

Help

F1	Help on the current window

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

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