



# Calibre 6.25.0 cheat sheet

## Adding books

A	Add books
Ctrl + Shift + E	Add empty book (Book entry with no formats)
Shift + A	Add files to selected book records
Alt + Shift + A	Add files to selected book records from clipboard

## Edit metadata

Ctrl + D	Download metadata and covers
E	Edit metadata
M	Merge book records
Alt + M	Merge into first selected book - keep others
Alt + Shift + M	Merge only formats into first selected book - delete others

## Marking books

Ctrl + M	Mark books
Ctrl + Shift + M	Show marked books

## Move to next match

N or F3	Move to next match
Shift + N or Shift + F3	Move to previous item

## Preferences

Ctrl + P	Preferences
Ctrl + Alt + Shift + R	Restart program ignoring third party plugins
Ctrl + Shift + R	Restart in debug mode

## Quickview

Alt + Shift + Q	Focus from Quickview to the book list
Shift + Q	Focus to Quickview
Shift + S	Search from Quickview
Q	Toggle Quickview

## Similar books

Alt + A	Books by same author
Alt + P	Books by this publisher
Alt + Shift + S	Books in this series
Alt + T	Books with the same tags

## Sort by

F5	Re-apply current sort
Shift + F5	Reverse current sort
Ctrl + F5	Show the Sort by menu

## Tag browser

Ctrl + Alt + Shift + F	Filter book list
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## View

Shift + V	Continue reading previous book
V	View
Alt + V	View specific format

## Virtual library

Ctrl + TR	Quick select Virtual library
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## Other

Ctrl + Shift + F	Advanced search
Alt + Esc	Clear the additional restriction
Esc	Clear the current search
Ctrl + Esc	Clear the virtual library
Shift + Esc	Focus the book list
Ctrl + Right arrow	Next virtual library
Ctrl + Left arrow	Previous virtual library
Ctrl + Q	Quit program
Alt + Shift + J	Show/Hide the jobs list
Ctrl + F or / or Alt + S	Start search
Alt + Shift + D	Toggle book details
Alt + Shift + B	Toggle cover browser
Alt + Shift + G	Toggle cover grid
Alt + Shift + F	Toggle search bar

Alt + Shift + T	Toggle tag browser
Ctrl + *	Virtual library from current search

## Misc.

X	Auto scroll through the book list
I	Show book details in a separate window
B	Browse annotations
Ctrl + Alt + P	Switch to previous library
C	Convert books
T	Edit book
K	Edit ToC
F	Fetch news
G	Get books
F1	Help
O	Open book folder
P	Polish books
Ctrl + R	Restart
S	Save to disk
Ctrl + / or Ctrl + Alt + F	Search full text
D	Send to device
U	Unpack book

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