



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 |

Last modification: 22/10/2563 06:29:00

More information: defkey.com/th/mindmeister-shortcuts

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