EasyWorship cheat sheet

Editor

Enter	Put extra spacing between lines of text
Ctrl + A	Select all text in the text editor
Ctrl + C	Copy selected text to the Windows clipboard
Ctrl + F	Open the Alerts window, select the Foldback tab, and open the New simple message alert (Foldback) window
Ctrl + M	Opens the Alerts window and opens the New simple message alert (Live) window.
Ctrl + N	Open the Alerts window
Ctrl + O	Open an existing schedule
Ctrl + S	Save the active schedule
Ctrl + V	Paste text from the Windows clipboard into the text editor
Ctrl + X	Cut the selected text to the Windows clipboard
Ctrl + Del	Delete the selected item from the schedule
Ctrl + Enter	Create a new slide or break a slide into two slides
Ctrl + End	Move the cursor to the end of the text when in words view
Ctrl + Shift + End	Select all text from the cursor location to the end of the text in the words view
Tab	Move the current line your cursor is on to the right one tab spacing
Shift + Tab	Moves the current line your cursor is on to the left one tab spacing

If there is no tab spacing at the beginning of a line, Shift + Tab creates a new slide and moves the line your cursor is on into the Label or Title field.

Show control

Page Down	Go Live command
Ctrl + C	Toggles text on the live output on and off
Ctrl + B	Toggle Black Screen on and off

Ctrl + L	Toggle the Logo on and off
Ctrl + Space	Switch between live output and control screen in single monitor mode
Right arrow	Select the Next Schedule Item
Left arrow	Select the Previous Schedule Item
Home	Select the First Slide
End	Select the Last Slide
Down arrow	Select the Next Slide
Up arrow	Select the Previous Slide
V + Enter	Select the first Verse of the song
C + Enter	Select the first Chorus in the song
[1 - 9] + Enter	Select the slide number you entered (e.g. Pressing 3 then the enter key will select slide three)
V + [1 - 9] + Enter	Select the verse number you entered (e.g. Pressing V then 5 then the enter key will select verse 5.)
C + [1 - 9] + Enter	Selects the chorus number you entered (e.g. Pressing C then 2 then the enter key will select chorus 2.)

Source EasyWorship

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More information: *defkey.com/tk/easyworship-shortcuts*

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