

Zettlr (Windows) cheat sheet

General

Ctrl + ,	Open Preferences
Ctrl + Alt + ,	Open PDF export Preferences
Ctrl + Q	Exit the application
Ctrl + N	Create a new file inside the currently selected directory. If none is selected, the command is disabled
Ctrl + Shift + N	Create a new directory inside the currently selected directory. If none is selected, the command is disabled
Ctrl + O	Display the dialog to open another directory
Ctrl + S	Save the file. Zettlr automatically saves your files, but some people tend to feel better having the option to manually save
Ctrl + E	Open the export popup for exporting the current file. If none is selected, the command is disabled
Ctrl + R	Rename the opened file. If none is selected, the command is disabled
Ctrl + Shift + R	Rename the current directory. If none is selected, the command is disabled
Ctrl + Del	Delete the current file. If none is selected, the command is disabled
Ctrl + Shift + Del	Delete the current directory. If none is selected, the command is disabled
Ctrl + Shift + F	Gives focus to the global search field
Ctrl + Shift + E	Gives focus to the editing window
Ctrl + Shift + T	Gives focus to the tree window
Ctrl + Alt + L	Switches the theme between light and dark mode
Ctrl + Alt + S	Toggles display of file information in the File List
Ctrl + Shift + 1	Toggles the sidebar mode to either view the file list or the tree

view. Disabled in extended sidebar mode

Ctrl + ?	Toggles display of the attachment sidebar
F11	Toggle fullscreen
Ctrl + W	Close the application window. On Windows and Linux this will also exit the app
Ctrl + M	Minimize the application window
F1	Open this documentation. This will open the link in your default browser

When debug mode is enabled:

F5	Reload the graphical user interface
Ctrl + Shift + I	(Windows/Linux): Open the Chrome developer tools

Text field-related

Ctrl + Z	Undo
Ctrl + Shift + Z	Redo
Ctrl + X	Cut
Ctrl + C	Copy
Ctrl + V	Paste
Ctrl + A	Select all text

Editor

Ctrl + Alt + C	Copy as HTML. If there is a selection, it will be converted to HTML and not copied as plain text. This allows you to paste it, e.g., into word processors
Ctrl + Shift + C	(Un-)Comment the given text selection (or add a new HTML comment at cursor position)
Ctrl + X	Cut. If the editor has focus, it will cut the selection. If nothing is selected, this will cut the whole line, in which the cursor is
Ctrl + V	Paste. If the editor has focus, and you have just cut a whole line, it will paste this whole line above the line, in which the cursor currently is. Formatting

will be preserved if the clipboard contains formatted text

Ctrl + Shift + V	The same as the above, except it will not try to preserve the formatting of the pasted text
Ctrl + B	Make the selection bold or insert new bold formatting characters
Ctrl + I	Make the selection italic or insert new italics formatting characters
Ctrl + K	Insert a new link template or convert the selected text into the caption of a new link. If the clipboard contains a recognizable link, also fill in the braces for the target
Ctrl + T	Make the current line a task list item
Ctrl + F	Opens the search popup inside the editor that has currently focus (either the main editor or a Quicklook window)
Ctrl + Alt + F	Insert a new footnote at the current cursor position
Ctrl + L	Generate a new ID using the generator pattern from the settings dialog and insert it at the current cursor position
Ctrl + 0	Re-set the font-size of the editor to standard
Ctrl + [1 - 9]	Select the tab number 1 to 9
Ctrl + Tab	Select the next tab
Ctrl + Shift + Tab	Select the previous tab
Ctrl + Shift + +	Increase the editor font size
Ctrl + -	Decrease the editor font size
Tab	Indent a list
Shift + Tab	Outdent a list
Shift + Enter	When editing a footnote, saves the reference text. Otherwise it will prevent auto-insertion of a new list item
Ctrl + Enter	Insert a line below the one your cursor is currently in, and place the cursor at the beginning of it
Ctrl + Shift + Enter	Insert a line above the one where your cursor is currently,

and place the cursor at the beginning of it

Table editor

These shortcuts will work after you enter the edit mode by clicking into the table

Tab	Move to the next cell. If the last column is active, move to the first cell in the next row. If your cursor was in the last column of the last row, a new row will be added automatically
Shift + Tab	Move to the previous cell. If your cursor was in the first column, move to the last cell in the previous column
Enter	Move to the same column in the next row. If your cursor was in the last row, a new row will be added automatically
Up arrow / Down arrow	Move to the same column in the previous/next row. No new rows will be added if you are in the first or last row
Left arrow / Right arrow	Move the cursor left/right. If the cursor is at the beginning/end of the cell's contents, move to the previous/next cell

Preview

Up arrow	Open the previous file
Down arrow	Open the next file
Ctrl + Up arrow	Jump to the top of the list
Ctrl + Down arrow	Jump to the bottom of the list

Popup

Esc	Close the popup (when any text field inside the popup has focus)
In the search popup of the main editor:	
Enter	While the search text field is focused, it will select the next occurrence of your search term. While the replace text field is focused, it will replace the next occurrence of your search term

with the replacement text and automatically search for the next occurrence

Alt + Enter While the replace text field is focused, this will replace all occurrences of your search term with the replacement text

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More information: defkey.com/zettlr-windows-shortcuts

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