

Scrivener for Windows Shortcut Keys

letter/key	ctrl	ctrl+shift	ctrl+alt	shift+alt	alt	shift	function key
a	select all*	toggle selected as annotation*					
b	bold*	toggle binder					
c	copy*	copy style*					
d	duplicate document	duplicate without subdocuments					
e	center paragraph*	compile					
f	find	toggle selected as footnote*					
g	group selection	project search					
h	replace	insert image from file*					
i	italic*	toggle inspector					
j	justify a paragraph*	import files					
k	split at selection	split at selection with title					
l	left align paragraph*	toggle editor lock					
m	merge documents	show meta-data					
n	new text	new folder					
o	open project	toggle keywords					
p	print	page setup					
q	indent paragraph*	outdent a paragraph*					
r	right align paragraph*	toggle ruler*					
s	save	save as					
t	increase hanging indent*	decrease hanging indent*					
u	underline*	ungroup selection					
v	paste*	paste style*					
w	close project	import web page					
x	cut*	export files					
y	redo*	paste and match style*					
z	undo*	toggle format bar					
1	text mode	single space lines*	future - heading 1				
2	corkboard mode	double space lines*	future - heading 2				
3	outliner mode	set 1.5 spacing*	future - heading 3				
4	toggle script mode	toggle auto-complete list					
5	snapshots	snapshot with title					
6	toggle title case*	toggle selected upper to lowercase*					
7		toggle ghostnote mode					
8		reveal in binder					
9		toggle collections					
0							
↑	move binder item up	next document	toggle toolbar	goto enclosing group			
↓	move binder item down	previous document	toggle footer bar	goto editor selection			
←	1. In binder move binder item left. 2. In editor move cursor one word right.	extend selection to beginning of a word	toggle header bar	goto previous document		extend selection 1 character left	
→	1. In binder move binder item right. 2. In editor move cursor one word right.	extend selection to end of a word	toggle format toolbar	goto next document		extend selection 1 character right	
[	backward in document history	media rewind	toggle subscript*				
]	forward in document history	media fast forward	toggle superscript*				
-	zoom out	toggle strikethrough selected text*					
=	zoom in	split horizontally	add selected to completion list*		complete word*		
;	outline selected text*	show spelling					
'	project targets	increase selected text size*					
.	project statistics	decrease selected text size*					
/	text statistics	toggle scratch pad					
\	script elements menu	toggle invisibles*					
,	remove split	split vertically					
`	selected to straight quotes*	selected to smart quotes*					

Backspace	delete one word to left*						
Del	delete one word to right*				move to trash		
Space	multiple spaces to space*				move to trash		
Enter	media toggle play/pause					insert line break	
End	move cursor to end of editor*						
Alt	move cursor to end of editor*	new project			exit scrivener exit dialog		
Home	move cursor to beginning of editor*						
F1							show manual
F2							edit mode for most elements
F3	find by formatting	find by formatting next	find by formatting previous			find previous	find next
F4	close current project						select font
F5	open in other editor						toggle label color binder
F6							toggle label color icon
F7							toggle label color index cards
F8							toggle label color outliner
F9							toggle show pins
F10							toggle show stamps
F11							toggle fullscreen
F12							show options

* Denotes available in fullscreen mode
Note scrolling with mouse only in fullscreen

mouse scroll	Scroll forward - zoom in. Scroll backwards - zoom out.
mouse click	Double click to select word in editor. Triple click to select paragraph in editor

Copy and paste ruler need shortcut keys - yet to be determined