

Cheatsheet

HOTKEY	Description	Output code
CTRL+A	Select All	
CTRL+B	Bold	
CTRL+C	Copy	
CTRL+D	Format Font	
CTRL+E	Centred Paragraph	<p align="center"></p>
CTRL+F	Find	
CTRL+G	Insert Image	
CTRL+H	Find and Replace	
CTRL+I	Italic	
CTRL+J	Add Bookmark	
CTRL+K	Insert Hyperlink	
CTRL+L	Left Aligned Paragraph	<p align="left"></p>
CTRL+M	Insert E-Mail link	
CTRL+N	Insert Note	<!-- -->
CTRL+O	Insert Ordered List	
CTRL+P	Preformatted Text	<pre></pre>
CTRL+Q	Insert Blockquote	<blockquote></blockquote>
CTRL+R	Right Aligned Paragraph	<p align="right"></p>
CTRL+S	Save	
CTRL+T	Insert Table	<table . . .> <tr> <td></td> </tr> </table>
CTRL+U	Insert Unordered List	
CTRL+V	Paste	
CTRL+W	Insert Horizontal Line	<hr . . . />
CTRL+X	Cut	
CTRL+Y	Redo	
CTRL+Z	Undo	
CTRL+SPACE	Insert non-breaking space	
CTRL+1	Heading 1	<h1></h1>
CTRL+2	Heading 2	<h2></h2>

CTRL+3	Heading 3	<h3></h3>
CTRL+4	Heading 4	<h4></h4>
CTRL+5	Heading 5	<h5></h5>
CTRL+6	Heading 6	<h6></h6>
CTRL+7	Insert Symbol	&# [n] ;
CTRL+8	Insert DIV	<div> </div>
CTRL+9	Superscript	
CTRL+0	Subscript	
CTRL+SHIFT+S	Publish	
F1	Help	
SHFT+F1	Enable/Hide Talk To Me	
F5	Refresh	
SHIFT+F5	Refresh Local Files (in Image Manager)	
SHIFT+F5	Refresh Website List	
F2	Edit	
F2	Rename (in Image Manager)	
F3	Find Again	
F8	Blog/Articles Module	
F9	Website Options	
F10	CSS	
F11	Image Files	
F12	Resource Files	
SITE TREE		
Right Click - A	Add Page	
Right Click - C	Add Child Page	
Right Click - D	Delete Page	
Right Click - I	Edit URL	
CTRL + U	Edit URL	
Right Click - P	Preview	
Right Click - U	Publish	
IMAGE/FILE MANAGER		
F2	Rename	
SHIFT+F5	Refresh Remote Files	
F5	Refresh Local Files	