

## Audacity Keyboard Shortcut Keys

### File Menu

Ctrl+N	New
Ctrl+O	Open
Ctrl+W	Close
Ctrl+V	Save
Ctrl+Shift+I	Import audio
Ctrl+Shift+E	Export audio
Ctrl+Shift+L	Export multiple
Ctrl+Q	Exit

### 2. Edit Menu

Ctrl+Z	Undo
Ctrl+Y	Redo
Ctrl+X	Cut
Ctrl+K	Delete
Ctrl+Alt+X	Remove special> Split cut
Ctrl+Alt+K	Remove special> Split delete
Ctrl+L	Remove special> Silence audio
Ctrl+T	Remove special> Time audio
Ctrl+I	Clip Boundaries > Split
Ctrl+Alt+I	Clip Boundaries > Split New
Ctrl+J	Clip Boundaries > Join
Ctrl+Alt+J	Clip boundaries > detach at silence
Ctrl+C	Copy
Ctrl+V	Paste
Ctrl+Alt+V	Paste text as new label
Ctrl+D	Duplicate
Alt+X	Labeled audio > cut
Alt+K	Labeled audio > Delete
Shift+Alt+X	Labeled audio >split cut
Shift+Alt+K	Labeled audio >split delete
Alt+L`	Labeled audio >silence audio
Shift+Alt+C	Labeled audio >copy
Alt+I	Labeled audio >split
Alt+J	Labeled audio >join
Ctrl+Alt+A	Labeled audio >detach at silences

Ctrl+A	Select all
Ctrl+Shift+A	Select none
Q	Select > Spectral > Toggle Spectral Selection
[	Select > Left at Playback Position
]	Select > right at Playback Position
Shift+J	Select > Track Start to Cursor
Shift+K	Select > Cursor to Track End
Ctrl+Shift+K	Select > In All Tracks
Ctrl+Shift+Y	Select > In All Sync-Locked Tracks
Z	Find zero crossings
Left	Move cursor to selection start
Right	Move cursor to selection end
J	Move cursor to track start
K	Move cursor to track end
Tab	Move to and open next label
Ctrl+P	Preferences
Shift+Tab	Move to and open previous label
Alt+Right	Move to previous label
Alt+Left	Move to next label
Shift+Home	Selection to start
Shift+End	Selection to end
Backspace	Delete key
Delete	Delete key 2
Shift+Left	Selection extend left
Shift+Right	Selection extend right
Ctrl+Shift+Left	Selection contract left
Ctrl+Shift+Right	Selection contract right
Left	Cursor left
Right	Cursor right
,	Cursor Short Jump Left
.	Cursor Short Jump right
Shift+,	Cursor long Jump Left
Shift+.	Cursor long Jump right

### 3. View Menu

Ctrl+1	Zoom in
Ctrl+2	Zoom normal
Ctrl+3	Zoom out
Ctrl+E	Zoom to selection
Ctrl+F	Fit in window
Ctrl+Shift+F	Fit vertically
Ctrl+[	Go to selection start
Ctrl+]	Go to selection end
Ctrl+Shift+C	Collapse all tracks
Ctrl+Shift+X	Expand collapsed tracks
F11	Full screen on/off

#### 4. Transport Menu

Space	Play/stop
X	Play/stop and set cursor
Shift+Space	Loop play
P	Pause
Home	Skip to start
End	Skip to end
R	Record
Shift+T	Timer record
Shift+R	Append record
Alt+Right	Move cursor to next label
Alt+Left	Move cursor to previous label
1	Play one second
B	Play to selection
C	Play cut preview
Shift+F5	Play short period before selection start
Shift+F6	Play short period after selection start
Shift+F7	Play short period before selection end
Shift+F8	Play short period after selection end
Ctrl+Shift+F5	Play short period before and after selection start
Ctrl+Shift+F7	Play short period before and after selection end
Left/,	Short Seek Left during Playback
Right/.	Short Seek right during Playback
Shift+Left	Long Seek Left during Playback
Shift+Right	Long Seek Right during Playback

#### 5. Effect Menu

Ctrl+R	Repeat last effect
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#### 6. Analyse Menu

Ctrl+Shift+T	Contrast
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#### 7. Device Toolbar

Shift+N	Change Audio Host
Shift+O	Change Playback Device
Shift+I	Change Recording Device
Shift+N	Change Recording Channels

#### 8. Tools Toolbar

F1	Selection tool
F2	Envelope tool
F3	Draw tool
F4	Zoom tool
F5	Time shift tool
F6	Multi-tool
D	Next-tool
A	Previous tool

#### 9. Keyboard Focus

Ctrl+Shift+F6	Move backward through currently focused toolbar in Upper Toolbar dock area
Ctrl+F6	Move forward through currently focused toolbar in Upper Toolbar dock area
Alt+Shift+F6	Move backward through modeless windows
Alt+F6	Move forward through modeless windows

## 10. Audio Track Dropdown Menu

Shift+M	Open menu on focused track
Shift+U	Mute/Unmute focused track
Shift+S	Solo/Unsolo focused track
Shift+G	Change gain on focused track
Alt+Shift+Up	Increase gain on focused track
Alt+Shift+Down	Decrease gain on focused track
Alt+Shift+Left	Pan left on focused track
Alt+Shift+Right	Pan right on focused track
Shift+P	Change pan on focused track