

NoteWorthy Composer Keyboard Shortcuts Reference – NoteWorthySoftware.com

To perform this action,	Press	To perform this action,	Press
Insert a note	Enter	Creates a new score file	Ctrl+N
Insert a rest	Space	Open an existing score file	Ctrl+O
Add a chord member	Ctrl+Enter	Save active score file	Ctrl+S
Insert a standard bar line	Tab or *	Access Help file	F1
Select a whole duration	1	Close active window	Ctrl+F4
Select a half duration	2	Switch to previous score	Ctrl+F6
Select a quarter duration	3	Open Score Print dialog box	Ctrl+P
Select a eighth duration	4	Paste as new file	Shift+Ctrl+V
Select a 16 th duration	5	Zoom in/out	Alt+Plus/Minus
Select a 32 nd duration	6	Zoom specification	Alt+Equal
Select sm/lg duration	-, +	Cut the selection	Ctrl+X
Select sm/lg duration	Shift+Ctrl+↓,↑	Copy selection to clipboard	Ctrl+C
Insert a spacer	Insert	Pastes clipboard contents	Ctrl+V
Insert a grace note	=	Remove (clear) the selection	Ctrl+Del
Toggle through noteheads	Q	Edit a single selected item	Ctrl+E
Toggle natural sign	7	Redraw/refresh the score	F9
Toggle flat sign	8	Redraw/refresh the active staff	Ctrl+F9
Toggle sharp sign	9	Undo previous operation	Ctrl+Z
Toggle the graphic crescendo	Less than (<)	Redo previous Undo	Ctrl+Y
Toggle the graphic diminuendo	Greater than (>)	Reset attributes/center caret	Zero (0)
Toggle tie attribute	Slash (/)	Undo previous operation	Alt+Backspace
Toggles dot to double-dot to off	Period (.)	Find items on the staff	Ctrl+F
Toggle slur attribute	Semicolon (;)	Find next item	F3
Toggle accent attribute	Exclamation (!)	Access color toolbar	Backslash (\)
Toggle staccato attribute	Comma (,)	Delete active staff	Ctrl+D
Toggle tenuto attribute	Underscore (_)	Add new staff	Ctrl+A
Toggle marcato attribute	^	Activate top/bottom staff	Ctrl+Home/End
Toggle staccatissimo attribute	‘	Activate one staff up/down	Pg Up/ Pg Dn
Beam the selected note flags	Ctrl+B	Access user tools	Alt+F8
Combine selection into triplet	Ctrl+T	Run last executable	Ctrl+Alt+F8
Insert bar line (decorated)	B, b	Go to a specific measure	Ctrl+G
Insert a clef	C, c	Delete item to right of caret	Delete
Insert a dynamic	D, d	Delete chord member	Ctrl+Backspace
Insert a dynamic variance	Y, y	Delete note or selection	Backspace
Insert a flow direction	F, f	Move selected notes up, down	Shift+Ctrl+↑, ↓
Insert a key signature	K, k	Move next measure left,right	Ctrl+←, →
Insert a performance style	P, p	Select items to right, left	Shift+→, ←
Insert a special ending	S, s	Move up, down an octave	Ctrl+↑, ↓
Insert a sustain pedal	U, u	Move to start of staff	Home
Insert a tempo	T, t	Move to end of staff	End
Insert a tempo variance	E, e	Move active staff up/down	Ctrl+Shift+PgU
Insert text	X, x	Edit filtered properties	Ctrl+F3
Insert a time signature	G, g	Access staff properties	F2
Insert an instrument change	I, i	Access properties dialog	Alt+Enter
Access the multi-point control	L, l	Turn off stuck notes	F6
Create or edit lyric lines	Ctrl+L	Access File Info	Ctrl+I
Access Score Review	R, r	Viewer Mode	F11
Access Mute List	M, m	Pause play	Shift+F6
Select stem direction up/down	Shift+↑/↓	Staff play	Shift+F5
Access Multi-measure Rest	[Record MIDI Input	F4
Start MIDI Play	F5	Stop MIDI Play	F6