

Basics

| | |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| release-1 | Move caret. |
| drag-1 | Select text. |
| Alt-drag-1 | Inside the selection, drag the selection. Outside the selection, select the element clicked upon then drag it. |
| Shift-click-1 | Extend node selection if any, text selection otherwise. |
| double-click-1 | Select word. |
| triple-click-1 | Select all the characters of the text node. |
| press-3 | Show the Edit popup menu. |
| Drop | If the object being dropped is an URL or an absolute filename, open the corresponding document. Otherwise, paste dropped text or XML at or after drop location. |
| RIGHT | Move caret to following character. |
| LEFT | Move caret to preceding character. |
| DOWN | Move caret to following line. |
| UP | Move caret to preceding line. |
| END | Move caret to end of line. |
| HOME | Move caret to beginning of line. |
| Ctrl-RIGHT | Move caret to following word. |
| Ctrl-LEFT | Move caret to preceding word. |
| TAB ★★★ | Move caret to following text node. |
| Shift-TAB | Move caret to preceding text node. |
| Shift-RIGHT | Extend text selection to following character. |
| Shift-LEFT | Extend text selection to preceding character. |
| Shift-DOWN | Extend text selection to following line. |
| Shift-UP | Extend text selection to preceding line. |
| Shift-END | Extend text selection to end of line. |
| Shift-HOME | Extend text selection to beginning of line. |
| Ctrl+Shift-RIGHT | Extend text selection to following word. |
| Ctrl+Shift-LEFT | Extend text selection to preceding word. |
| Ctrl-TAB | Insert a tab character if the element preserves space characters. Otherwise, no effect. |
| ENTER | Insert a newline character if the element preserves space characters. Otherwise, no effect. |
| Ctrl-SPACE ★★★ | Insert non-breaking space. |
| DELETE | Delete selection if any, character following caret otherwise. |
| BACK_SPACE | Delete selection if any, character preceding caret otherwise. |
| Ctrl-DELETE | Delete selection if any, word following caret otherwise. |
| Ctrl-BACK_SPACE | Delete selection if any, word preceding caret otherwise. |

File

| | |
|------------------|----------------------------------------------|
| Ctrl-N | New document. |
| Ctrl-O | Open document. |
| Ctrl+Shift-O ★★★ | Open folder containing last opened document. |
| Ctrl-S | Save document. |
| Ctrl-P | Print document. |

Ctrl-Q Quit XMLmind XML Editor.

Select



The element containing the caret is said to be *implicitly selected*. Most commands work whether an element has been implicitly or explicitly selected.

| | |
|------------------|------------------------------------------------------------------------------------------------------------------------------|
| Ctrl-click-1 | Select the node clicked upon. Repeating this action without moving the mouse selects its parent, then its grand-parent, etc. |
| Ctrl-UP | Select parent. |
| Ctrl-DOWN | Select child. |
| Ctrl+Shift-UP | Select preceding sibling. |
| Ctrl+Shift-DOWN | Select following sibling. |
| ESCAPE LEFT | Extend selection to preceding sibling. |
| ESCAPE RIGHT ★★★ | Extend selection to following sibling. |
| ESCAPE DOWN | Select all children. |
| ESCAPE ESCAPE | Cancel selection. |
| Alt-LEFT | Go back in the navigation history. |
| Alt-RIGHT | Go forward in the navigation history. |
| Alt-INSERT | Add the current location of the caret to the navigation history. |

Edit

| | |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| click-2 ★★★ | Move caret to the location clicked upon, then paste last selected <i>characters</i> before caret position. Corresponding option must have been turned on. |
| Ctrl-Z | Undo last change. |
| Ctrl-Y | Undo last undo (redo). |
| Ctrl-A ★★★ | Repeat last repeatable command. |
| Ctrl+Shift-A | Show command history. Allows to select and repeat a command. |
| Ctrl-X | Cut selected text or nodes. |
| Ctrl-C | Copy selected text or nodes. |
| Ctrl-U | Paste before selected nodes. |
| Ctrl-V | Paste replacing selected nodes if any. Otherwise paste at caret position. |
| Ctrl-W | Paste after selected nodes. |
| Ctrl-K | Delete selected text or nodes. |
| Ctrl-R | Replace selected nodes by an element or a text node. |
| Ctrl-H | Insert an element or a text node before selected nodes. |
| Ctrl-I | Insert an element or a text node at caret position. |
| Ctrl-J | Insert an element or a text node after selected nodes. |
| INSERT ★★★ | Insert a text node after selected nodes. |
| Shift-INSERT | Insert a text node before selected nodes. |
| Ctrl-INSERT | Insert same element after selected element. |
| Ctrl+Shift-INSERT | Insert same element before selected element. |
| ESCAPE INSERT ★★★ | Switches from insert mode to overwrite mode and the other way around. |
| Ctrl-T | Convert selected text or nodes to another element or to plain text. |
| Ctrl+Shift-T | Wrap selected text or nodes into a new parent element. |
| ESCAPE 1 | Converts selected text to lower case. If no text is selected, operates on word containing caret. |
| ESCAPE u | Converts selected text to upper case. |

ESCAPE c Changes the first letter of all words found in selected text to upper case.
ESCAPE n ★★★ Inserts at caret position a *character* specified using its entity name (e.g. `mdash`).

Modular documents

Ctrl+Shift-C Copy a *reference* to selected elements. (After that, you can paste this reference elsewhere to build a modular document.)
Ctrl+Shift-I Using the **Include** tool, insert an element reference at caret position.
Ctrl+Shift-B Switch to window containing referencing document (the modular document), if any.
Ctrl+Shift-E Switch to window containing referenced document (the module). Open this document if needed to.

Search

Ctrl-F Search text.
Ctrl+Shift-F Search text backwards.
Ctrl-M Search/replace text.
Ctrl+Shift-M Search/replace text backwards.
Ctrl-G Repeat previous search.
Ctrl+Shift-G Repeat previous search backwards.
ESCAPE f Find element.
ESCAPE g Find element again, that is, repeat last search.

View

Ctrl-L Rebuild document view (deep redraw).
Ctrl+Shift-L Center selection on screen.
Ctrl-wheel Changes the size of the text in the document view.

Tools

Ctrl-E Edit the attributes of selected element.
Ctrl+Shift-V Check document validity.
Ctrl+Shift-S Check spelling.
Ctrl+Shift-H Open element or attribute content in helper application.
Ctrl+Shift-D Edit document in helper application.
ESCAPE m Start/stop recording of macro.
ESCAPE q Cancel recording of macro.
ESCAPE p Execute (replay) recorded macro.
ESCAPE s Search text. Shows special dialog box allowing to extend the text selection. Especially useful when recording a macro.
ESCAPE x Execute command. Requires specifying its name and parameter.

Window

Ctrl+Shift-W Close current window.
Ctrl+Shift-P Switch to preceding window.
Ctrl+Shift-N Switch to following window.

Help

F1 Show help browser.
Shift-F1 Show content model of selected element.

If an XHTML document is opened

Shift-ENTER Insert a `br` element at caret position.
F5 Preview the document being edited in the Web browser.

If an XHTML document or a DocBook document or a DITA topic is opened

Alt-drag-1 Inside an external link, drag its target URL. Inside an image, drag its source URL.
Drop Onto an image, change its source. Onto an external link, change its target.
ENTER Insert a newline character if possible. Otherwise, if caret is at the beginning of a paragraph, list item or a few other kinds of block, insert same block before. Otherwise, if caret is at the end of a block, insert same block after. Otherwise, split block.
DELETE Delete selection if any. Otherwise, if caret is at the end of a paragraph, list item or a few other kinds of block, join with following block. Otherwise, delete character following caret.
BACK_SPACE Delete selection if any. Otherwise, if caret is at the beginning of a paragraph, list item or a few other kinds of block, join with preceding block. Otherwise, delete character preceding caret.
Ctrl-ENTER Add same block after the paragraph, list item or a few other kinds of block which is the ancestor of selected node.
Ctrl+Shift-ENTER Add same block before the paragraph, list item or a few other kinds of block which is the ancestor of selected node.
F2 UP Swap *explicitly selected node* with its preceding sibling (move up).
F2 DOWN Swap *explicitly selected node* with its following sibling (move down).

If a DocBook document or a DITA map is opened

F2 LEFT Promote *explicitly selected element* (typically a section).
F2 RIGHT Demote *explicitly selected element* (typically a section).