

## Keyboard shortcuts for IATE

<b>Data Entry Shortcuts</b>	
<b>Action</b>	<b>Shortcut</b>
Move the cursor to the search page	Ctrl+h
Move the cursor to the search field	Ctrl+i
General contextual menu with page sections for quicker navigation to the relevant section	Ctrl+k (and tab / shift+tab to navigate up and down through the options)
Move from one section or field to the next one	Tab
Move from one section or field to the previous one	Shift+tab
Move among the options/values within a section or field	Arrows
Navigate to an option/value in the language list and the drop-down lists	Type first character of the option/value
Apply a selected option/value	Enter or Space+Enter
Open the contextual menu in each field label	Contextual menu key
Move to the left of the current line when editing a field	Home
Move to the right of the current line when editing a field	End
Move to the beginning of a field when editing it	Ctrl+Home or Ctrl+Up
Move to the end of a field when editing it	Ctrl+End or Ctrl+Down
Move one word to the right when editing a field	Ctrl + right arrow
Move one word to the left when editing a field	Ctrl + left arrow
Save content in an editable field	Ctrl+s
Apply bold when editing a field	Ctrl+b
Apply italics when editing a field	Ctrl+i
Apply superscript when editing a field	Ctrl+.
Apply subscript when editing a field	Ctrl+,
Insert a URL in an editable field via the URL verifier	Ctrl+l

Insert a EUR-Lex reference in an editable field via the EUR-Lex search	Ctrl+e
Open clipboard to save references in local storage for later reuse	Ctrl+q
Copy content from a field	Ctrl+c
Paste content into a field	Ctrl+v
Paste unformatted content into a field	Chrome and Firefox: Ctrl+shift+v Edge: Hold right-click mouse button and then Ctrl+v
Cut content from a field	Ctrl+x
Select all content of a field	Ctrl+a
Validate the level (LL or TL) where you have focus	Ctrl+1
Validate all (LL+TL) for the language where you have focus	Ctrl+2
<b>Other useful shortcuts</b>	
Add Registered Trademark symbol ®	<ALT> + Numlock + 0174 (with numeric keypad)
Add Unregistered Trademark symbol ™	<ALT> + Numlock + 0153 (with numeric keypad)
<b>Domain selection</b>	
Move from search to full list	TAB
Navigate the full list (top domains)	Arrow up and down
Navigate from top domain to subdomain	+
Select top domain or subdomain	Enter
No shortcut to collapse expanded subdomains	
No shortcut to Expand all and Collapse all	