

MANAGING FILES

Action	Shortcut
New document	Control+N
Open an HTML file	Control+O
Open in frame	Control+Shift+O
Close	Control+W
Save	Control+S
Save as	Control+Shift+S
Exit/Quit	Alt+F4 or Control+Q

GENERAL EDITING

Action	Shortcut
Undo	Control+Z
Redo	Control+Y or Control+Shift+Z
Cut	Control+X or Shift+Delete
Copy	Control+C
Paste	Control+V or Shift+Insert
Clear	Delete
Bold	Control+B
Italic	Control+I
Select All	Control+A
Move to page up	Page Up
Move to page down	Page Down
Select to page up	Shift+Page Up
Select to page down	Shift+Page Down
Select line up/down	Shift+Up/Down
Move to start of line	Home
Move to end of line	End
Select to start of line	Shift+Home
Select to end of line	Shift+End
Go to previous/next paragraph	Control+Up/Down
Go to next/previous word	Control+Right/Left
Delete word left	Control+Backspace
Delete word right	Control+Delete
Select character left/right	Shift+Left/Right
Find and Replace	Control+F
Find next/find again	F3
Replace	Control+H
Copy HTML (in Design view)	Control+Shift+C
Paste HTML (in Design view)	Control+Shift+V
Preferences	Control+U

PAGE VIEWS

To toggle the display of	Shortcut
Standard view	Control+Shift+F6
Layout view	Control+F6
Live Data mode	Control+R
Live Data	Control+Shift+R
Switch to next document	Control+Tab
Switch to previous document	Control+Shift+Tab
Switch between Design and Code views	Control+`
Server debug	Control+Shift+G
Refresh Design view	F5

VIEWING PAGE ELEMENTS

To toggle the display of	Shortcut
Visual Aids	Control+Shift+I
Show Rulers	Control+Alt+R
Show Grid	Control+Alt+G
Snap to Grid	Control+Alt+Shift+G
Head content	Control+Shift+W
Page properties	Control+J
Selection properties	Control+Shift+J

CODE EDITING

Action	Shortcut
Switch to Design view	Control+`
Print Code	Control+P
Validate markup	Shift+F6
Open Quick Tag Editor	Control+T
Open Snippets panel	Shift+F9
Show Code Hints	Control+Spacebar
Indent Code	Control+Shift+>
Outdent Code	Control+Shift+<
Insert tag	Control+E
Edit tag (in Design view)	Control+F5
Select parent tag	Control+[
Select child	Control+]
Balance Braces	Control+`
Toggle breakpoint	Control+Alt+B
Go to line	Control+G
Move to top of code	Control+Home
Move to end of code	Control+End
Select to top of code	Control+Shift+Home
Select to end of code	Control+Shift+End

TEXT EDITING

Action	Shortcut
Create a new paragraph	Enter
Insert a line break 	Shift+Enter
Insert a nonbreaking space	Control+Shift+Spacebar
Move text or object to another place in the page	Drag selected item to new location
Copy text or object to another place in the page	Control-drag selected item to new location
Select a word	Double-click
Add selected items to library	Control+Shift+B
Open and close the Property inspector	Control+Shift+J
Check spelling	Shift+F7

FORMATTING TEXT

Action	Shortcut
Indent	Control+Alt+]]
Outdent	Control+Alt+[[
Format > None	Control+0 (zero)
Paragraph Format	Control+Shift+P
Apply Headings 1 through 6 to a paragraph	Control+1 through 6
Align > Left/Center/Right/Justify	Control+Alt+Shift+L/C/R/J
Edit Style Sheet	Control+Shift+E

WORKING IN TABLES

Action	Shortcut
Select table (with cursor inside the table)	Control+A
Move to the next cell	Tab
Move to the previous cell	Shift+Tab
Insert a row (before current)	Control+M
Add a row at end of table	Tab in the last cell
Delete the current row	Control+Shift+M
Insert a column	Control+Shift+A
Delete a column	Control+Shift+- (hyphen)
Merge selected table cells	Control+Alt+M
Split table cell	Control+Alt+S
Defer table update	Control+Spacebar
Increase column span	Control+Shift+]]
Decrease column span	Control+Shift+[[

WORKING WITH IMAGES

Action	Shortcut
Change image source attribute	Double-click image
Edit image in external editor	Control-double-click image

WORKING IN FRAMES

Action	Shortcut
Select a frame	Alt-click in frame
Select next frame or frameset	Alt+Right Arrow
Select previous frame or frameset	Alt+Left Arrow
Select parent frameset	Alt+Up Arrow
Select first child frame or frameset	Alt+Down Arrow
Add a new frame to frameset	Select frame, then Alt-drag frame border
Add a new frame to frameset using push method	Select frame, then Alt+Control-drag frame border

WORKING WITH LAYERS

Action	Shortcut
Select a layer	Control+Shift-click
Select and move layer	Shift+Control-drag
Add or remove layer from selection	Shift-click layer
Move selected layer by pixels	Arrow keys
Move selected layer by snapping increment	Shift+arrow keys
Resize selected layer by pixels	Control+Arrow keys
Resize selected layer by snapping increment	Control+Shift+arrow keys
Toggle the display of the grid	Control+Alt+G
Snap To grid	Control+Shift+Alt+G
Align layers left	Control+Shift+1
Align layers right	Control+Shift+3
Align layers top	Control+Shift+4
Align layers bottom	Control+Shift+6
Make same width	Control+Shift+7
Make same height	Control+Shift+9

GETTING HELP

Action	Shortcut
Using Dreamweaver Help Topics	F1
Using ColdFusion Help Topics	Control+F1
Reference	Shift+F1

INSERTING OBJECTS

Action	Shortcut
Any object (image, Shockwave movie, and so on)	Drag file from the Explorer or Site panel to the Document window
Image	Control+Alt+I
Table	Control+Alt+T
Named anchor	Control+Alt+A

MANAGING HYPERLINKS

Action	Shortcut
Check links sitewide	Control+F8
Check selected links	Shift+F8
Create hyperlink (select text, image, or object)	Control+L
Remove hyperlink	Control+Shift+L
Drag and drop to create a hyperlink from a document	Select the text, image, or object, then Shift-drag the selection to a file in the Site panel
Drag and drop to create a hyperlink using the Property inspector	Select the text, image, or object, then drag the point-to-file icon in Property inspector to a file in the Site panel
Open the linked-to document in Dreamweaver	Control-double-click link

PREVIEWING AND DEBUGGING IN BROWSERS

Action	Shortcut
Preview in primary browser	F12
Preview in secondary browser	Shift+F12
Debug in primary browser	Alt+F12
Debug in secondary browser	Control+Alt+F12

SITE MANAGEMENT AND FTP

Action	Shortcut
Connect/Disconnect	Control+Alt+Shift+F5
Refresh	F5
Create new file	Control+Shift+N
Create new folder	Control+Alt+Shift+N
Open selection	Control+Shift+Alt+O
Delete file	Control+X
Copy file	Control+C
Paste file	Control+V
Duplicate file	Control+D
Rename file	F2
Get selected files or folders from remote site	Control+Shift+D
Put selected files or folders to remote site	Control+Shift+U
Check out	Control+Alt+Shift+D
Check in	Control+Alt+Shift+U
View site map	Alt+F8
Refresh Local pane	Shift+F5
Refresh Remote pane	Alt+F5

SITE MAP

Action	Shortcut
View site files	F8
Refresh Local pane	Shift+F5
View as root	Control+Shift+R
Link to new file	Control+Shift+N
Link to existing file	Control+Shift+K
Change link	Control+L
Remove link	Control+Shift+L
Show/Hide link	Control+Shift+Y
Show page titles	Control+Shift+T
Zoom in site map	Control+ + (plus)
Zoom out site map	Control+ - (hyphen)

OPENING AND CLOSING PANELS

Action	Shortcut
Insert bar	Control+F2
Properties	Control+F3
Answers	Alt+F1
CSS Styles	Shift+F11
HTML Styles	Control+F11
Behaviors	Shift+F3
Tag Inspector	F9
Snippets	Shift+F9
Reference	Shift+F1
Databases	Control+Shift+F10
Bindings	Control+F10
Server Behaviors	Control+F9
Components	Control+F7
Site	F8
Assets	F11
Results > Search	Control+Shift+F
Results > Validation	Control+Shift+F7
Results > Target Browser Check	Control+Shift+F8
Results > Link Checker	Control+Shift+F9
Results > Site Reports	Control+Shift+F11
Results > FTP Log	Control+Shift+F12
Results > Server Debug	Control+Shift+F5
Others > Code inspector	F10
Others > Frames	Shift+F2
Others > History	Shift+F10
Others > Layers	F2
Others > Sitespring	F7
Others > Timelines	Alt+F9
Show/Hide panels	F4