

## CafeTran keyboard shortcuts for Windows

Add segment to memory and go to next segment **Alt+Down**

Add checked segment to memory and go to next segment **Ctrl+Shift+Enter**

Add checked segment to memory and go to next unchecked segment **Ctrl+Shift+Back Space**

Next segment **Alt+Right**

Previous segment **Alt+Left**

Join segments **Alt+Up**

Split segment **Alt+S**

Preview document **Alt+D**

Insert Fuzzy match 1 **Alt+1**

Insert Fuzzy match 2 **Alt+2**

Insert Fuzzy match 3 **Alt+3**

Insert Auto-assembling **Alt+4**

List Subsegment matches **F2**

List Auto-assembling and Fuzzy matches **F1**

Transfer source segment **Alt+I**

Transfer Google MT **Alt+K**

Transfer Microsoft MT **Alt+J**

Transfer MyMemory MT **Alt+H**

List tags **F3**

Transfer current tag **Alt+9**

Replace characters at source transfer **Alt+R**

List non-translatable fragments **F4**

Add selection to non-translatable fragments **Alt+P**

Translate selected fragment **Alt+Enter**

Add term to memory **Alt+M**

Add term to database or glossary **Alt+G**

Alternative translation **Alt+T**

Add segment note **Alt+N**

Bookmark segment **Alt+B**

Open memory... **Alt+Shift+O**

Save all memories **Alt+Shift+S**

Find... **Ctrl+F**

Record/List selected words **F5**

Add selection to acronyms **Ctrl+Shift+A**

Add selection to abbreviations **Ctrl+Shift+B**

Clipboard history **Ctrl+Shift+C**

Change to title case **Ctrl+Shift+Equals**

Change case **Ctrl+Equals**

Remove defined characters **Ctrl+Shift+Period**

Remove defined character to the left **Ctrl+Shift+Comma**

Remove tags **Ctrl+Shift+Slash**

Delete to the end of segment **Ctrl+U**

Transpose selection to the right **Ctrl+T**

Transpose selection to the left **Ctrl+Shift+T**

Insert non-breaking space **Ctrl+Shift+Space**

Insert non-breaking hyphen **Ctrl+Shift+Minus**

Insert soft return **Shift+Enter**

Surround with characters 1 **Ctrl+Shift+Quote**

Surround with characters 2 **Ctrl+Shift+Close Bracket**

Dashboard **Ctrl+N**

Open Project... **Ctrl+O**

Documents... **Ctrl+D**

Export current document **Alt+End**

Save Project **Ctrl+S**

Exit **Ctrl+Q**

Default scope **Ctrl+Enter**

Resource (Web, Glossary) **Ctrl+Shift+F1**

Project Source Segments **Ctrl+Shift+F2**

Project Target Segments **Ctrl+Shift+F3**

Memory Source Segments **Ctrl+Shift+F4**

Memory Target Segments **Ctrl+Shift+F5**

Database Source Segments **Ctrl+Shift+F6**

Database Target Segments **Ctrl+Shift+F7**

MT Services **Ctrl+Shift+F9**

Desktop Search Tool **Ctrl+Shift+F8**

New document... **Ctrl+Shift+N**

Open document... **Ctrl+Shift+O**

Open image document... **Ctrl+Shift+I**

Print **Ctrl+P**

Close tab **Ctrl+W**

Close all tabs **Ctrl+Shift+W**

Select next tab **Ctrl+Period**

Select previous tab **Ctrl+Comma**

Focus current tab **Ctrl+Slash**

Show alternative spelling **Ctrl+Shift+S**

Replace with alternative spelling **Ctrl+Space**

Full screen **F11**

Remove from Autocompletion list **Ctrl+Shift+R**

Mouse tag placement **Ctrl+F3**

Suggest phrase **Ctrl+Down**

Adjust end punctuation **Ctrl+Close Bracket**

Cycle focus between segment panes **F12**

Request focus in target segment pane **Ctrl+Shift+F12**

Zoom + **Ctrl+Shift+U**

Zoom - **Ctrl+Shift+Y**

Reload glossary **Ctrl+Shift+L**