

JAWS Keystrokes

The keystrokes listed here are in tables and are grouped by headings. Major divisions are level two headings. Use the JAWS List of Headings (**INSERT+F6**) or the Navigation Quick Key, **H**, to move quickly to the section of your choice. You can also use the Navigation Quick Key, **T**, to move from one table to the next. Use the **SHIFT** key in combination with most Navigation Quick Keys to move backwards. A list of all Navigation Quick Keys for HTML is presented first. These keys are also repeated later in their respective sections.

Navigation Quick Keys make it faster and easier to move around on a Web page and anywhere else the Virtual Cursor is active. These commands are all assigned to keys on the main part of the keyboard, and are easy to remember and use.

Many of the Navigation Quick Keys are also available while using Say All on a Web page. The commands to move by heading, paragraph, form control, table, list, same or different element, next element, and to move to non link text all work while you are using the Say All command.

Navigation Quick Keys for HTML

Description	Quick Key
Anchor	A
Button	B
Combo Box	C
Different Type Element	D

Edit Box	E
Form Control	F
Graphic	G
Heading	H
Item in a List	I
Jump to Line	J
Return to Previous Line	SHIFT+J
Jump to Cell (Within Table)	CTRL+J (or WINDOWS Key +J in Mozilla Firefox)
Return to Previous Table Cell	CTRL+SHIFT+J (or SHIFT +WINDOWS Key+J in Mozilla Firefox)
Place Marker	K
Temporary Placemark	CTRL+K
List	L
Frame	M
Non Link Text	N
Object Tag	O
Paragraph	P
Block Quote	Q
Radio Button	R
Same Type Element	S
Table	T

Unvisited Link	U
Visited Link	V
Check Box	X
Division	Z
Heading at Level	1 through 6
Step Past Element	SHIFT+PERIOD
Step Before Element	SHIFT+COMMA

[Back to Top](#)

Web Pages and HTML

General Commands for HTML

Description	Command
Back a Page	ALT+LEFT ARROW or BACKSPACE
Forward a Page	ALT+RIGHT ARROW
Move to Address Bar	ALT+D
Read Address Bar	INSERT+A
Move JAWS Cursor to Address Bar	INSERT+A twice quickly
Virtual HTML Features	INSERT+F3
Activate Mouse Over	INSERT+CTRL+ENTER

View Basic Element Information	INSERT+SHIFT+F1
View Advanced Element Information	CTRL+INSERT+SHIFT+F1

[Back to Top](#)

Links in HTML

Description	Command
List Links	INSERT+F7
Next Link	TAB
Prior Link	SHIFT+TAB
Next Visited Link	V
Prior Visited Link	SHIFT+V
Open Link	ENTER
Open Link in New Window	SHIFT+ENTER
Next Non Link Text	N
Prior Non Link Text	SHIFT+N

[Back to Top](#)

Headings in HTML

Description	Command
List Headings	INSERT+F6

Next Heading	H
Prior Heading	SHIFT+H
First Heading	ALT+INSERT+HOME
Last Heading	ALT+INSERT+END
Next Heading at Level	1 through 6
Prior Heading at Level	SHIFT+1 through 6
First Heading at Level	ALT+CTRL+INSERT+1 through 6
Last Heading at Level	ALT+CTRL+INSERT+SHIFT+1 through 6

[Back to Top](#)

Forms in HTML

Description	Command
First Form Field	INSERT+CTRL+HOME
Next Form Field	F
Prior Form Field	SHIFT+F
Last Form Field	INSERT+CTRL+END
Next Button	B
Prior Button	SHIFT+B
Next Combo Box	C
Prior Combo Box	SHIFT+C

Next Edit Box	E
Prior Edit Box	SHIFT+E
Next Radio Button	R
Prior Radio Button	SHIFT+R
Next Check Box	X
Prior Check Box	SHIFT+X
Enter Forms Mode	ENTER
Exit Forms Mode	NUM PAD PLUS
List of Form Fields	INSERT+F5
List Buttons	CTRL+INSERT+B
List Combo Boxes	CTRL+INSERT+C
List Edit Boxes	CTRL+INSERT+E
List Radio Buttons	CTRL+INSERT+R
List Check Boxes	CTRL+INSERT+X
Enter/Leave Multi-Select Mode	SHIFT+F8

[Back to Top](#)

Tables in HTML

Description	Command
Next Table	T
Prior Table	SHIFT+T

Select Table	F8
List Tables	CTRL+INSERT+T
Jump to Table Cell (from within a table)	CTRL+J (or WINDOWS Key +J in Mozilla Firefox)
Return to Previous Cell	CTRL+SHIFT+J (or SHIFT +WINDOWS Key+J in Mozilla Firefox)
Current Cell	CTRL+ALT+NUM PAD 5
Next Cell	CTRL+ALT+RIGHT ARROW
Prior Cell	CTRL+ALT+LEFT ARROW
Cell Above	CTRL+ALT+UP ARROW
Cell Below	CTRL+ALT+DOWN ARROW
First Cell	CTRL+ALT+HOME
Last Cell	CTRL+ALT+END
Next Row	WINDOWS KEY+DOWN ARROW
Prior Row	WINDOWS KEY+UP ARROW
Current Row	WINDOWS KEY+NUM PAD 5
Read from Beginning of Row to Current Cell	INSERT+SHIFT+HOME
Read from Current Cell to End of Row	INSERT+SHIFT+PAGE UP
Current Column	WINDOWS KEY+PERIOD

Read from Top of Column to Current Cell	INSERT+SHIFT+END
Read from Current Cell to Bottom of Column	INSERT+SHIFT+PAGE DOWN

[Back to Top](#)

PlaceMarkers in HTML

Description	Command
List PlaceMarkers	CTRL+SHIFT+K
Add Temporary PlaceMarker	CTRL+K
Move to Next or Prior PlaceMarker	K or SHIFT+K
Read Text at PlaceMarker 1-0	CTRL+SHIFT+number
Move to PlaceMarker	CTRL+SHIFT+number twice quickly

[Back to Top](#)

Frames in HTML

Description	Command
Next Frame	M
Prior Frame	SHIFT+M
List Frames	INSERT+F9

[Back to Top](#)**Elements in HTML**

Description	Command
Next Same Element	S
Prior Same Element	SHIFT+S
Next Different Element	D
Prior Different Element	SHIFT+D
Next Element	SHIFT+PERIOD
Prior Element	SHIFT+COMMA
Select Entire Element	F8
Display Element Information	SHIFT+INSERT+F1
Display Detailed Element Information	CTRL+SHIFT+INSERT+F1
Activate Mouse Over	INSERT+CTRL+ENTER

[Back to Top](#)**Other HTML Commands**

Description	Command
Create Custom Label	CTRL+INSERT+TAB
Next Place Marker	K
Previous Place Marker	SHIFT+K

List, Go To, or Modify Place Markers	CTRL+SHIFT+K
Next List	L
Prior List	SHIFT+L
Select List	F8
List All Ordered, Unordered, and Definition Lists	CTRL+INSERT+L
Next Item in a List	I
Prior Item in a List	SHIFT+I
Reload Web Page	F5
Refresh JAWS Virtual Mode	INSERT+ESC
List Toolbar Buttons	INSERT+F8 (not available in Mozilla Firefox)
Route Virtual to PC Cursor	INSERT+DELETE
Route PC to Virtual Cursor	CTRL+INSERT+DELETE
Route Virtual to JAWS Cursor	INSERT+NUM PAD PLUS
Virtual Cursor Toggle	INSERT+Z
Personalize Web Page	SHIFT+INSERT+V
JAWS Find	CTRL+F
JAWS Find Next	F3
JAWS Find Previous	SHIFT+F3
Jump to Line	J
Return to Previous Line	SHIFT+J

Next Division	Z
Prior Division	SHIFT+Z
List Divisions	CTRL+INSERT+Z

[Back to Top](#)

Standard Reading Commands for Desktop Layout

Description	Command
Prior Character	LEFT ARROW
Next Character	RIGHT ARROW
Current Character	NUM PAD 5
Say Character Phonetically	NUM PAD 5 twice quickly
Prior Word	INSERT+LEFT ARROW
Next Word	INSERT+RIGHT ARROW
Current Word	INSERT+NUM PAD 5
Spell Word	INSERT+NUM PAD 5 twice quickly
Prior Line	UP ARROW
Next Line	DOWN ARROW
Current Line	INSERT+UP ARROW
Spell Current Line	INSERT+UP ARROW twice quickly
Prior Sentence	ALT+UP ARROW

Next Sentence	ALT+DOWN ARROW
Current Sentence	ALT+NUM PAD 5
Prior Paragraph	CTRL+UP ARROW
Next Paragraph	CTRL+DOWN ARROW
Current Paragraph	CTRL+NUM PAD 5
Say to Cursor	INSERT+HOME
Say from Cursor	INSERT+PAGE UP
Spell to Cursor	INSERT+HOME twice quickly
Spell from Cursor	INSERT+PAGE UP twice quickly
Say All	INSERT+DOWN ARROW
Fast Forward during a Say All	RIGHT ARROW
Rewind during a Say All	LEFT ARROW
Increase Voice Rate during a Say All	PAGE UP
Decrease Voice Rate during a Say All	PAGE DOWN
Color at Cursor	INSERT+5
ASCII or Hexadecimal Value	NUM PAD 5 three times quickly
Font at Cursor	INSERT+F , twice quickly to display in virtual viewer
Start Skim Reading	CTRL+INSERT+DOWN ARROW

Skim Reading Dialog Box	CTRL+INSERT+SHIFT +DOWN ARROW
Display Skim Reading Summary	INSERT+WINDOWS Key +DOWN ARROW

[Back to Top](#)

Navigational and Informational Keystrokes for Desktop Layout

Description	Command
Time	INSERT+F12
Date	INSERT+F12 twice quickly
Interrupt Speech	CTRL
Window Title	INSERT+T
JAWS Find (not in HTML)	INSERT+CTRL+F
JAWS Find Next (not in HTML)	INSERT+F3
JAWS Find Previous (not in HTML)	INSERT+SHIFT+F3
Increase Voice Rate on the Fly	CTRL+ALT+PAGE UP
Decrease Voice Rate on the Fly	CTRL+ALT+PAGE DOWN
Restore Normal Voice Settings	INSERT+ESC
Window Prompt and Text	INSERT+TAB
Top Line of Window	INSERT+END

Bottom Line of Window	INSERT+PAGE DOWN
Say Selected Text	INSERT+SHIFT+DOWN ARROW
Spell Selected Text	INSERT+SHIFT+DOWN ARROW twice quickly
Application Version	CTRL+INSERT+V
Window List	INSERT+F10
System Tray Icons List	INSERT+F11
System Tray Contents	CTRL+SHIFT+F11
Labeled Graphics List	CTRL+INSERT+SHIFT+G

[Back to Top](#)

Cursor and Mouse Commands for Desktop Layout

Description	Command
PC Cursor	NUM PAD PLUS
JAWS Cursor	NUM PAD MINUS
Invisible Cursor	NUM PAD MINUS twice quickly
Route PC Cursor to JAWS Cursor	INSERT+NUM PAD PLUS
Route JAWS Cursor to PC Cursor	INSERT+NUM PAD MINUS
Tether JAWS to PC	CTRL+INSERT+NUM PAD MINUS

Restrict JAWS Cursor	INSERT+R
Left Mouse Button	NUM PAD SLASH
Right Mouse Button	NUM PAD STAR
Left Mouse Button Lock	INSERT+NUM PAD SLASH
Right Mouse Button Lock	INSERT+NUM PAD STAR
Drag and Drop	CTRL+INSERT+NUM PAD SLASH
Say Active Cursor	ALT+DELETE
Say Cursor Type	CTRL+INSERT+SHIFT+C
Mouse Down	ALT+SHIFT+DOWN ARROW
Mouse Left	ALT+SHIFT+LEFT ARROW
Mouse Right	ALT+SHIFT+RIGHT ARROW
Mouse Up	ALT+SHIFT+UP ARROW

[Back to Top](#)

Dialog Box Commands for Desktop Layout

Description	Command
Say Default Button of Dialog Box	INSERT+E
Say Current Control Hot Key	SHIFT+NUM PAD 5
Read Current Window	INSERT+B

Say Window Prompt and Text	INSERT+TAB
Read Word in Context	INSERT+C
Open Combo Box	ALT+DOWN ARROW
Close Combo Box	ALT+UP ARROW
Select Multiple List Items	CTRL+SHIFT or CTRL+SPACEBAR
Read List View Columns 1 through 10	CTRL+INSERT+1 through 0

[Back to Top](#)

Help Keystrokes for Desktop Layout

Description	Command
Screen Sensitive Help	INSERT+F1
Keyboard Help	INSERT+1
JAWS Help for Applications	INSERT+F1 twice quickly
Hot Key Help	INSERT+H
Window Key Help	INSERT+W

[Back to Top](#)

Miscellaneous Commands for Desktop Layout

Description	Command
Adjust JAWS Verbosity	INSERT+V

Adjust Braille Settings	CTRL+INSERT+B
Switch Synthesizers	CTRL+INSERT+S
Interrupt Speech	CTRL
Custom Highlight Assign	CTRL+INSERT+H
Refresh Screen	INSERT+ESC
Screen Echo toggle	INSERT+S
Typing Echo Toggle	INSERT+2
Pass Key Through	INSERT+3
Select Symbol to Print	INSERT+4
JAWS Window	INSERT+J
Shut Down JAWS	INSERT+F4
Say Active Configuration Name	INSERT+Q , twice quickly to display in virtual viewer.
Run JAWS Manager	INSERT+F2
Virtualize Window	CTRL+INSERT+W
Select Scheme	ALT+INSERT+S
Select Language	CTRL+WINDOWS KEY+L
Minimize All Applications	WINDOWS KEY+M
Copy Selected Text to FSClipboard	WINDOWS Key+C

[Back to Top](#)

Standard Reading Commands for Laptop Layout

Description	Command
Prior Character	CAPS LOCK+M
Next Character	CAPS LOCK+PERIOD
Current Character	CAPS LOCK+COMMA
Say Character Phonetically	CAPS LOCK+COMMA twice quickly
Prior Word	CAPS LOCK+J
Next Word	CAPS LOCK+L
Current Word	CAPS LOCK+K
Spell Word	CAPS LOCK+K twice quickly
Prior Line	CAPS LOCK+U
Next Line	CAPS LOCK+O
Current Line	CAPS LOCK+I
Spell Current Line	CAPS LOCK+I twice quickly
Prior Sentence	CAPS LOCK+Y
Next Sentence	CAPS LOCK+N
Current Sentence	CAPS LOCK+H
Prior Paragraph	CAPS LOCK+CTRL+U
Next Paragraph	CAPS LOCK+CTRL+O
Current Paragraph	CAPS LOCK+CTRL+I
Say to Cursor	CAPS LOCK+HOME or CAPS LOCK+SHIFT+J

Say from Cursor	CAPS LOCK+PAGE UP or CAPS LOCK+SHIFT+L
Spell to Cursor	CAPS LOCK+HOME or CAPS LOCK+SHIFT+J twice quickly
Spell from Cursor	CAPS LOCK+PAGE UP or CAPS LOCK+SHIFT+L twice quickly
Say All	CAPS LOCK+A or CAPS LOCK+DOWN ARROW
Fast Forward during a Say All	RIGHT ARROW
Rewind during a Say All	LEFT ARROW
Increase Voice Rate during a Say All	PAGE UP
Decrease Voice Rate during a Say All	PAGE DOWN
Color at Cursor	CAPS LOCK+5
Say ASCII or Hexadecimal Value	CAPS LOCK+COMMA three times quickly
Font at Cursor	CAPS LOCK+F
Start Skim Reading	CTRL+CAPS LOCK+DOWN ARROW
Skim Reading dialog box	CTRL+CAPS LOCK+SHIFT +DOWN ARROW
Display Skim Reading Summary	CAPS LOCK+WINDOWS Key+DOWN ARROW

[Back to Top](#)

Navigational and Informational Keystrokes for Laptop Layout

Description	Command
Time	CAPS LOCK+F12
Date	CAPS LOCK+F12 twice quickly
Interrupt Speech	CTRL
Window Title	CAPS LOCK+T
JAWS Find (not in HTML)	CAPS LOCK+CTRL+F
JAWS Find Next (not in HTML)	CAPS LOCK+F3
JAWS Find Previous (not in HTML)	CAPS LOCK+SHIFT+F3
Increase Voice Rate on the Fly	CTRL+ALT+PAGE UP
Decrease Voice Rate on the Fly	CTRL+ALT+PAGE DOWN
Restore Normal Voice Settings	CAPS LOCK+ESC
Window Prompt and Text	CAPS LOCK+TAB
Top Line of Window	CAPS LOCK+END
Bottom Line of Window	CAPS LOCK+PAGE DOWN
Say Selected Text	CAPS LOCK+SHIFT+DOWN ARROW

Spell Selected Text	CAPS LOCK+SHIFT +DOWN ARROW twice quickly
Application Version	CAPS LOCK+CTRL+V
Window List	CAPS LOCK+F10
System Tray Icons List	CAPS LOCK+F11
System Tray Contents	CTRL+SHIFT+F11
Labeled Graphics List	CTRL+CAPS LOCK+SHIFT +G

[Back to Top](#)

Cursor and Mouse Commands for Laptop Layout

Description	Command
PC Cursor	CAPS LOCK+SEMICOLON
JAWS Cursor	CAPS LOCK+P
Invisible Cursor	CAPS LOCK+P twice quickly
Route PC Cursor to JAWS Cursor	CAPS LOCK +APOSTROPHE
Route JAWS Cursor to PC Cursor	CAPS LOCK+LEFT BRACKET
Tether JAWS Cursor to PC	CTRL+CAPS LOCK+NUM PAD MINUS
Restrict JAWS Cursor	CAPS LOCK+R
Left Mouse Button	CAPS LOCK+8

Right Mouse Button	CAPS LOCK+9
Left Mouse Button Lock	CTRL+8
Right Mouse Button Lock	CTRL+9
Drag and Drop	CAPS LOCK+CTRL+8
Say Active Cursor	ALT+DELETE
Say Cursor Type	CTRL+CAPS LOCK+SHIFT +C
Mouse Down	ALT+SHIFT+DOWN ARROW
Mouse Left	ALT+SHIFT+LEFT ARROW
Mouse Right	ALT+SHIFT+RIGHT ARROW
Mouse Up	ALT+SHIFT+UP ARROW

[Back to Top](#)

Dialog Box Commands for Laptop Layout

Description	Command
Say Default Button of Dialog Box	CAPS LOCK+E
Say Current Control Hot Key	CAPS LOCK+SHIFT +COMMA
Read Current Window	CAPS LOCK+B
Say Window Prompt and Text	CAPS LOCK+TAB
Read Word in Context	CAPS LOCK+C

Open Combo Box	ALT+DOWN ARROW
Close Combo Box	ALT+UP ARROW
Select Multiple List Items	CTRL+SHIFT or CTRL+SPACEBAR
Read List View Columns 1 through 10	CTRL+CAPS LOCK+1 through 0

[Back to Top](#)

Help Keystrokes for Laptop Layout

Description	Command
Screen Sensitive Help	CAPS LOCK+F1
Keyboard Help	CAPS LOCK+1
JAWS Help for Applications	CAPS LOCK+F1 twice quickly
Hot Key Help	INSERT+H
Window Key Help	CAPS LOCK+W

[Back to Top](#)

Miscellaneous Commands for Laptop Layout

Description	Command
Report Battery Level	CAPS LOCK+SHIFT+B
Adjust JAWS Verbosity	CAPS LOCK+V

Adjust Braille Settings	CTRL+CAPS LOCK+B
Switch Synthesizers	CTRL+CAPS LOCK+S
Interrupt Speech	CTRL
Custom Highlight Assign	CTRL+CAPS LOCK+H
Refresh Screen	CAPS LOCK+ESC
Screen Echo toggle	CAPS LOCK+S
Typing Echo Toggle	CAPS LOCK+2
Pass Key Through	CAPS LOCK+3
Select Symbol to Print	CAPS LOCK+4
JAWS Window	INSERT+J
Shut Down JAWS	CAPS LOCK+F4
Say Active Configuration Name	CAPS LOCK+Q , twice quickly to display in virtual viewer.
Run JAWS Manager	CAPS LOCK+F2
Virtualize Window	CTRL+CAPS LOCK+W
Select Scheme	ALT+CAPS LOCK+S
Select Language	CTRL+WINDOWS KEY+L
Minimize All Applications	WINDOWS KEY+M
Copy Selected Text to FSClipboard	WINDOWS Key+C

[Back to Top](#)

Windows Keystrokes

General Windows Keystrokes

Description	Command
Get Help	F1
Open the Start Menu	WINDOWS Key or CTRL +ESC
Switch between Open Applications	ALT+TAB
Minimize all Applications	WINDOWS Key+M
Find a File or Folder from Desktop	F3
Move to First Item on the Taskbar	WINDOWS Key+TAB
Open Windows Explorer	WINDOWS Key+E
Open Run Dialog	WINDOWS Key+R
Quit the Active Application	ALT+F4

[Back to Top](#)

Windows Keystrokes for Windows and Menus

Description	Command
Open the Application Control Menu	ALT+SPACEBAR
Move to the Menu Bar in Applications	ALT

Choose a Menu Item	ENTER
Move Between Menus	ALT or ARROW Keys
Cancel or Close a Menu	ESC or ALT
Cancel or Close a Cascading Menu	ALT
Open a Child Window Control Menu	ALT+DASH
Close a Child Window	CTRL+F4
Open the Applications Menu	APPLICATION Key or SHIFT+F10

[Back to Top](#)

Windows Keystrokes for Dialog Boxes

Description	Command
Move Through Dialog Controls	TAB
Move Backward Through Dialog Controls	SHIFT+TAB
Move To Another Page	CTRL+TAB
Reverse Direction Through Pages	CTRL+SHIFT+TAB
Select or Deselect In List View	SPACEBAR or CTRL+SPACEBAR
Toggle a Check Box On/Off	SPACEBAR

[Back to Top](#)

Windows Keystrokes for Reading Text

Description	Command
Character to the Left	LEFT ARROW
Character to the Right	RIGHT ARROW
Word to the Left	CTRL+LEFT ARROW
Word to the Right	CTRL+RIGHT ARROW
Beginning of Line	HOME
End of Line	END
Paragraph Above	CTRL+UP ARROW
Paragraph Below	CTRL+DOWN ARROW
Scroll Up One Screen	PAGE UP
Scroll Down One Screen	PAGE DOWN
Top of Prior Page	CTRL+PAGE UP
Top of Next Page	CTRL+PAGE DOWN
Beginning of Document	CTRL+HOME
End of Document	CTRL+END

[Back to Top](#)

Windows Keystrokes for Editing Text

Description	Command
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Copy	CTRL+C
Cut	CTRL+X
Paste	CTRL+V
Undo	CTRL+Z
Delete Current Character	DELETE
Delete Prior Character	BACKSPACE
Select One Character Left	SHIFT+LEFT ARROW
Select One Character Right	SHIFT+RIGHT ARROW
Select One Word Left	CTRL+SHIFT+LEFT ARROW
Select One Word Right	CTRL+SHIFT+RIGHT ARROW
Select to Beginning of Line	SHIFT+HOME
Select to End of Line	SHIFT+END
Select to Beginning of Document	CTRL+SHIFT+HOME
Select to End of Document	CTRL+SHIFT+END
Select All	CTRL+A

[Back to Top](#)

Keystrokes for Windows Explorer

Description	Command
Delete Files	DELETE

Rename a File or Folder	F2
Open Properties for Selected File or Folder	ALT+ENTER
Refresh a Window	F5
Switch Between Windows	F6 or TAB
Go Up One Level	BACKSPACE
Untruncate Columns in List View	CTRL+NUM PAD PLUS

[Back to Top](#)