

Keyboard shortcuts

There are a range of keyboard shortcuts to make navigating the EndNote interface faster.

Insert reference into Word document	Alt + 2
Switch view back to Word document	Alt + 1
Create a new reference	Ctrl + N
Close an open reference or library	Ctrl + W
Close all open references	Ctrl + Shift + W
Open URL associated with reference	Ctrl + U
Open file attachment associated with a reference	Ctrl + Alt + P
Edit a reference	Enter
Edit next reference	Ctrl + PageDown
Edit previous reference	Ctrl + PageUp
Copy the formatted citation for a reference	Ctrl + F
Show all references in library	Ctrl + M
Move between reference fields	Tab
Quit EndNote	Ctrl + Q
Open EndNote help	F1