A QUICK AND EASY GUIDE TO
Confluence shortcuts

Who doesn't love a good hack? Get more done in Confluence with these fast and simple shortcut commands. Maybe you'll even discover a new one!

		MAC			WINDOWS		
GENERAL	**Go to your dashboard** The dashboard gives you quick access to your recently worked, recently visited, and pages you've saved for later	G	D		G	D	
	Go to your recently viewed pages	G	R		G	R	
	Open and close the sidebar Make finding your way easy	[			[		
	Go to your notifications	G	N		G	N	
PAGE ACTIONS	**Watch this page** Stay up to date on new edits, comments, and page additions to this page	W			W		
	Add a comment	M			M		
	Create a page	C			C		
	Edit a page or blog post	E			E		
	Share this page	S			S		
EDIT MODE	**Add a date**	/	/		/	/	
	Mention your colleagues	@			@		
	Open up macro browser	{			{		
	Bulk insert markup/markdown whilst in edit mode	⌘	⇧	D	Ctrl	⇧	D
	Preview the edits for the page you're working on	⌘	⇧	E	Ctrl	⇧	E
	Create a numbered list	⌘	⇧	7	Ctrl	⇧	7
	Make a bulleted list	⌘	⇧	8	Ctrl	⇧	8
	Insert media like files and images	⌘	M		Ctrl	M	
	Insert a link Link just about anywhere: to a webpage, another Confluence page, or an image	⌘	K		Ctrl	K	
	Undo the most recent action	⌘	Z		Ctrl	Z	
	Redo an action that was done	⌘	⇧	Z	Ctrl	Y	
SEE ALL	**See all keyboard shortcuts** Forget a shortcut? The complete guide is only a click away	⌘	⇧	/	Ctrl	⇧	/