**NVDA Shortcut Keys**

**Note:** Some keyboard shortcuts require using the NVDA modifier key. By default, both the numpad Insert key and the extended Insert key are set as **NVDA modifier keys**, but users can designate the Caps Lock key as the NVDA modifier key. In the tables below, the assumption is that the Insert key is set as the NVDA modifier key. If you have changed your settings, you may need to substitute the Caps Lock key in the place of the Insert key.

**Essential Keyboard Shortcuts**

**The Basics**

| **Topic** | **Task** | **Command** |
| --- | --- | --- |
| **On/Off:** | Turn NVDA on | **Control** + **Alt** + **N** |
| **Turn NVDA off** | **Insert** + **Q** |
| **Reading:** | **Stop** Reading | **Control** |
| **Start** reading continuously from this point on | **Insert** + **down arrow**or Num Pad **+** |
| **Read next item** | **down arrow**or Num Pad **+** |
| **Read next *focusable* item** (e.g. link, button) | **Tab** |
| **Activate:** | Link | **Enter** |
| Button | **Enter** or **Spacebar** |
| **Headings:** | Go to next heading | **H** |
| Go to next heading of level [1-6] | **1** - **6** |
| List all headings | **Insert** + **F7** |
| **Landmarks:** | Go to next landmark/region | **D** |
| **Elements list:** | Show list of all links, headings, and landmarks | **Insert** + **F7** |
| **Tables:** | Go to next table | **T** |
| Navigate table cells | **Ctrl** + **Alt** + **down arrow**or **up arrow**or **left arrow**or **right arrow** |
| **Lists:** | Go to next list | **L** |
| Go to next list item | **I** |
| **Graphics:** | Go to next graphic | **G** |
| **Links:** | List all links | **Insert** + **F7** |
| Go to next link | **K** |
| Go to next *unvisited* link | **U** |
| Go to next *visited* link | **V** |
| **Navigate:** | Toggle between:Radio buttons <select>list items Tabs (ARIA widget) Tree view items (ARIA widget) Menu items (ARIA widget) | **right arrow**or **down arrow**or **left arrow**or **up arrow** |
| **Go backward:** | To previous heading, landmark, table, focusable item, etc. | **Shift** + [**H**, **D**, **T**, **Tab**, etc.] |

**Reading Text**

| **Topic** | **Task** | **Command** |
| --- | --- | --- |
| **Line:** | Say prior line | **up arrow**or Num Pad **7** |
| Say next line | **down arrow**or Num Pad **9** |
| Say current line | **Insert** + **up arrow**or Num Pad **8** |
| Start of line | **Shift** + Num Pad **1** |
| End of line | **Shift** + Num Pad **3** |
| Top line | **Shift** + Num Pad **7** |
| Bottom line | **Shift** + Num Pad **9** |
| **Character:** | Say prior character | **left arrow**or Num Pad **1** |
| Say next character | **right arrow**or Num Pad **3** |
| Say current character | Num Pad **2** |
| Say character phonetically | Num Pad **5** twice quickly |
| **Word:** | Say prior word | **Ctrl** + **left arrow**or Num Pad **4** |
| Say next word | **Ctrl** + **right arrow**or Num Pad **6** |
| Say current word | Num Pad **5** |
| **Sentence:** | Say prior sentence | **Alt** + **up arrow** |
| Say next sentence | **Alt** + **down arrow** |
| Say current sentence | **Alt** + Num Pad **5** |
| **Paragraph:** | Next paragraph | **Ctrl** + **up arrow**or **Q** |
| **Spelling:** | Spell word | Num Pad **5** twice quickly |
| Spell current line | **Insert** + **up arrow**twice quickly |

**Tables**

| **Topic** | **Task** | **Command** |
| --- | --- | --- |
| **Table:** | Go to next (previous) table | **T** (**Shift** + **T**) |
| **Cell:** | Cell to right | **Ctrl** + **Alt** + **right arrow** |
| Cell to left | **Ctrl** + **Alt** + **left arrow** |
| Cell below | **Ctrl** + **Alt** + **down arrow** |
| Cell above | **Ctrl** + **Alt** + **up arrow** |

**Forms**

| **Topic** | **Task** | **Command** |
| --- | --- | --- |
| **Navigate:** | Next form | **F** |
| Next focusable item | **Tab** |
| Next button | **B** |
| **Checkboxes:** | Select and deselect | **Spacebar** |
| Next checkbox | **X** |
| **Combo boxes(<select>):** | Open combo box | **Alt** + **down arrow** |
| Browse/select options | **down arrow**or the **First letter** |
| Select multiple options | **Shift** + **down arrow**(or **up arrow**) |
| Next combo box | **C** |
| **Radio buttons:** | Toggle selection | **up arrow**/**down arrow** |
| Next radio button | **R** |
| **Forms mode:\*** | Toggle between forms mode and browse mode | **Insert** + **Spacebar** |

\* “Forms mode” allows you to enter data into form fields. Browse mode allows you to navigate the page using standard screen reader shortcuts (e.g. to navigate headings, landmarks, links, etc.)

**Other Commands**

| **Task** | **Command** |
| --- | --- |
| Search for a word or a phrase | **NVDA** + **Ctrl** + **F** |
| Keyboard help | **Insert** + **1** |
| Next blockquote | **Q** |
| Next key you hit ignores NVDA and is a normal keystroke | **Insert** + **F2** |
| Speak characters typed | **Insert** + **2** |
| Speak words typed | **Insert** + **3** |
| Read entire foreground window (e.g. for dialogs) | **Insert** + **B** |
| Announce title of the current foreground window | **Insert** + **T** |

**Additional Resources**

NVAccess' support webpage is available at [www.nvaccess.org/help/](http://www.nvaccess.org/help/).

[Contact us](https://dequeuniversity.com/contact/) | [Site map](https://dequeuniversity.com/sitemap)
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