

# Mode Reference Card (1/2)

(for version 6.27a)

## ng Started

```
list 'auto-mode-alist '("\\.org$" . org-mode))
key global-map "\C-cl" 'org-store-link)1
key global-map "\C-ca" 'org-agenda)1

the on-line documentation try M-x org-info
```

## ility Cycling

```
current subtree between states TAB
entire buffer between states S-TAB
property-dependent startup visibility C-u C-u TAB
whole file, including drawers C-u C-u C-u TAB
ntext around point C-c C-r
```

## on

```
vious heading C-c C-n/p
vious heading, same level C-c C-f/b
d to higher level heading C-c C-u
another place in document C-c C-j
/next plain list item S-UP/DOWN3
```

## ture Editing

```
w heading/item at current level M-RET
w heading after subtree C-RET
w TODO entry/checkbox item M-S-RET
ODO entry/ckbx after subtree C-S-RET
ad)line into item, cycle item type C-c -
a/line into headline C-c *
/demote heading M-LEFT/RIGHT
/demote current subtree M-S-LEFT/RIGHT
otree/list item up/down M-S-UP/DOWN
ree/region/plain-list C-c ^
ubtree C-c C-x c
ubtree C-c C-w
ubtree C-c C-x C-w/M-w
ubtree C-c C-x C-y or C-y
uffer to subtree / widen C-x n s/w
```

## iving

```
ARCHIVE tag C-c C-x a
ding of an ARCHIVED tree C-TAB
Attic Sibling C-c C-x A
otree to archive file C-c C-x C-s
```

## ing and Sparse Trees

```
t a sparse tree by various criteria C-c /
DO's in sparse tree C-c C-v
ODO list in agenda mode C-c a t1
ced view of current org file C-c a L
```

## Tables

### Creating a table

```
just start typing, e.g. |Name|Phone|Age RET |- TAB
convert region to table C-c |
... separator at least 3 spaces C-3 C-c |
```

### Commands available inside tables

The following commands work when the cursor is *inside a table*.  
Outside of tables, the same keys may have other functionality.

### Re-aligning and field motion

```
re-align the table without moving the cursor C-c C-c
re-align the table, move to next field TAB
move to previous field S-TAB
re-align the table, move to next row RET
move to beginning/end of field M-a/e
```

### Row and column editing

```
move the current column left M-LEFT/RIGHT
kill the current column M-S-LEFT
insert new column to left of cursor position M-S-RIGHT
move the current row up/down M-UP/DOWN
kill the current row or horizontal line M-S-UP
insert new row above the current row M-S-DOWN
insert hline below (C-u : above) current row C-c -
insert hline and move to line below it C-c RET
sort lines in region C-c ^
```

### Regions

```
cut rectangular region C-c C-x C-w
copy rectangular region C-c C-x M-w
paste rectangular region C-c C-x C-y
fill paragraph across selected cells C-c C-q
```

### Miscellaneous

```
to limit column width to N characters, use ...| <N> |...
edit the current field in a separate window C-c '
make current field fully visible C-u TAB
export as tab-separated file M-x org-table-export
import tab-separated file M-x org-table-import
sum numbers in current column/rectangle C-c +
```

### Tables created with the table.el package

```
insert a new table.el table C-c ~
recognize existing table.el table C-c C-c
convert table (Org-mode ↔ table.el) C-c ~
```

### Spreadsheet

Formulas typed in field are executed by TAB, RET and C-c C-c.  
= introduces a column formula, := a field formula.

```
Example: Add Col1 and Col2 |=$1+$2 |
... with printf format specification |=$1+$2;%.2f|
... with constants from constants.el |=$1/$c/$cm |
sum from 2nd to 3rd hline |:=vsum(@II..@III)|
apply current column formula | = |
set and eval column formula C-c =
set and eval field formula C-u C-c =
re-apply all stored equations to current line C-c *
re-apply all stored equations to entire table C-u C-c *
iterate table to stability C-u C-u C-c *
rotate calculation mark through # * ! ^ _ $ C-#
show line, column, formula reference C-c ?
toggle grid / debugger C-c }/{
```

### Formula Editor

```
edit formulas in separate buffer C-c '
exit and install new formulas C-c C-c
exit, install, and apply new formulas C-u C-c C-c
abort C-c C-q
toggle reference style C-c C-r
pretty-print Lisp formula TAB
complete Lisp symbol M-TAB
shift reference point S-cursor
shift test line for column references M-up/down
scroll the window showing the table M-S-up/down
toggle table coordinate grid C-c }
```

## Links

```
globally store link to the current location C-c l1
insert a link (TAB completes stored links) C-c C-l
insert file link with file name completion C-u C-c C-l
edit (also hidden part of) link at point C-c C-l
open file links in emacs C-c C-o
...force open in emacs/other window C-u C-c C-o
open link at point mouse-1/2
...force open in emacs/other window mouse-3
record a position in mark ring C-c %
jump back to last followed link(s) C-c &
find next link C-c C-x C-n
find previous link C-c C-x C-p
edit code snippet of file at point C-c '
```

### Internal Links

```
<<My Target>> target
<<<My Target>>> radio target2
[[*this text]] find headline
[[this text]] find target or text in buffer
[[this text][description]] optional link text
```

### External Links

```
file:/home/dominik/img/mars.jpg file, absolute
file:papers/last.pdf file, relative
file:projects.org::*that text find headline
file:projects.org::find me find trgt/string
http://www.astro.uva.nl/~dominik on the web
mailto:adent@galaxy.net Email address
news:comp.emacs Usenet group
bbdb:Richard Stallman BBDB person
gnus:group GNUS group
gnus:group#id GNUS message
vm|wl|mhe|rmail:folder Mail folder
vm|wl|mhe|rmail:folder#id Mail message
info:emacs:Regexp Info file:node
shell:ls *.org shell command
elisp:(calendar) elisp form
[[external link][description]] optional link text
```

## Completion

In-buffer completion completes TODO keywords at headline start, TeX macros after “\”, option keywords after “#-”, TAGS after “:”, and dictionary words elsewhere.

```
complete word at point M-TAB
```

# Mode Reference Card (2/2)

(for version 6.27a)

## 0 Items and Checkboxes

the state of the current item	C-c C-t
next/previous state	S-LEFT/RIGHT
next/previous set	C-S-LEFT/RIGHT
ORDERED property	C-c C-x o
TODO items in a sparse tree	C-c C-v
TODO keyword's sparse tree	C-3 C-c C-v
priority of the current item	C-c , [ABC]
priority cookie from current item	C-c , SPC
over priority of current item	S-UP/DOWN <sup>3</sup>
new checkbox item in plain list	M-S-RET
checkbox(es) in region/entry/at point	C-c C-x C-b
checkbox at point	C-c C-c
checkbox statistics (C-u : whole file)	C-c #

for current heading	C-c C-q
tags in all headings	C-u C-c C-q
sparse tree with matching tags	C-c \
(agenda) match tags at cursor	C-c C-o

## Properties and Column View

property	C-c C-x p
commands in property lines	C-c C-c
previous allowed value	S-left/right
column view	C-c C-x C-c
columns view in dynamic block	C-c C-x i
column view	q
previous allowed value	S-left/right
previous allowed value	n / p
the	e
owed values list	a
ue	v
column wider/narrower	> / <
column left/right	M-left/right
column	M-S-right
current column	M-S-left

## Timestamps

for date and insert timestamp	C-c .
. but insert date and time format	C-u C-c .
. but make stamp inactive	C-c !
DEADLINE timestamp	C-c C-d
SCHEDULED timestamp	C-c C-s
sparse tree with all deadlines due	C-c / d
between 2 dates in a time range	C-c C-y
timestamp at cursor by ±1 day	S-RIGHT/LEFT <sup>3</sup>
ear/month/day at cursor by ±1	S-UP/DOWN <sup>3</sup>
the calendar for the current date	C-c >
timestamp matching date in calendar	C-c <
agenda for current date	C-c C-o
te while prompted	mouse-1/RET
custom format display for dates/times	C-c C-x C-t

## Clocking time

start clock on current item	C-c C-x C-i
stop clock on current item	C-c C-x C-o
cancel current clock	C-c C-x C-x
display total subtree times	C-c C-x C-d
remove displayed times	C-c C-c
insert/update table with clock report	C-c C-x C-r

## Agenda Views

add/move current file to front of agenda	C-c [
remove current file from your agenda	C-c ]
cycle through agenda file list	C-'
set/remove restriction lock	C-c C-x </>
compile agenda for the current week	C-c a a <sup>1</sup>
compile global TODO list	C-c a t <sup>1</sup>
compile TODO list for specific keyword	C-c a T <sup>1</sup>
match tags, TODO kwds, properties	C-c a m <sup>1</sup>
match only in TODO entries	C-c a M <sup>1</sup>
find stuck projects	C-c a # <sup>1</sup>
show timeline of current org file	C-c a L <sup>1</sup>
configure custom commands	C-c a C <sup>1</sup>
agenda for date at cursor	C-c C-o

## Commands available in an agenda buffer

View Org file	
show original location of item	SPC/mouse-3
show and recenter window	L
goto original location in other window	TAB/mouse-2
goto original location, delete other windows	RET
show subtree in indirect buffer, ded. frame	b
toggle follow-mode	f
Change display	
delete other windows	o
switch to day/week/month/year view	d w m y
toggle inclusion of diary entries	D
toggle time grid for daily schedule	G
toggle display of logbook entries	l
toggle inclusion of archived trees/files	v / C-u v
refresh agenda buffer with any changes	r / g
filter with respect to a tag	/
save all org-mode buffers	s
display next/previous day,week,...	RIGHT/LEFT
goto today / some date (prompt)	. / j

## Remote editing

digit argument	0-9
change state of current TODO item	t
kill item and source	C-k
archive the subtree (file/tag/sibling)	\$ / a / A
show tags of current headline	T
set tags for current headline/region	:
set priority of current item	p
raise/lower priority of current item	S-UP/DOWN <sup>3</sup>
display weighted priority of current item	P
run an attachment command	C-c C-a
schedule/set deadline for this item	C-c C-s/d
change timestamp to one day earlier/later	S-LEFT/RIGHT <sup>3</sup>
change timestamp to today	>
insert new entry into diary	i

start/stop/cancel the clock on current item	I / 0 / X
jump to running clock entry	J

## Misc

open link in current line	C-c C-o
---------------------------	---------

## Calendar commands

find agenda cursor date in calendar	c
compute agenda for calendar cursor date	c
show phases of the moon	M
show sunrise/sunset times	S
show holidays	H
convert date to other calendars	C

## Quit and Exit

quit agenda, remove agenda buffer	q
exit agenda, remove all agenda buffers	x

## LaTeX and cdlatex-mode

preview LaTeX fragment	C-c C-x C-l
expand abbreviation (cdlatex-mode)	TAB
insert/modify math symbol (cdlatex-mode)	' / '
insert citation using RefTeX	C-c C-x [

## Exporting and Publishing

Exporting creates files with extensions *.txt* and *.html* in the current directory. Publishing puts the resulting file into some other place.

export/publish dispatcher	C-c C-e
export visible part only	C-c C-e v
insert template of export options	C-c C-x t
toggle fixed width for entry or region	C-c :

## Comments: Text not being exported

Text before the first headline is not considered part of the document and is therefore never exported. Lines starting with # are comments and are not exported. Subtrees whose header starts with COMMENT are never exported.

toggle COMMENT keyword on entry	C-c ;
---------------------------------	-------

## Dynamic Blocks

update dynamic block at point	C-c C-x C-u
update all dynamic blocks	C-u C-c C-x C-u

## Notes

<sup>1</sup> This is only a suggestion for a binding of this command. Choose your own key as shown under INSTALLATION.

<sup>2</sup> After changing a #+KEYWORD or <<<target>>> line, press C-c C-c with the cursor still in the line to update.

<sup>3</sup> Keybinding affected by org-support-shift-select and org-replace-disputed-keys.

Copyright © 2009 Free Software Foundation, Inc.

v6.27a for Org-Mode 6.27a, 2009

Author: Philip Rooke

based on refcard design and format by Stephen Gildea

Permission is granted to make and distribute copies of this card provided the copyright notice and this permission notice are preserved on all copies.