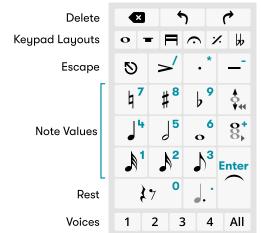
Sibelius

Essential Keyboard Shortcuts







Ctrl Shift F

Space / Esc

Undo, Redo

Articulations

Pitch Correction Tool (First Keypad Layout)

Chord Tool (Next Keypad Layout)

Tie

Note Input

Mote Input	
Input Notes	N
Re-input Pitches	Alt Shift N
Create note	A - G
Add Pitch Above	Shift A – G
Add unison	1
Add Interval Above	2-9
Add Interval Below	Shift 2 - 9
Triplet	Ctrl 3

Lines

ine	
Blur	
Crescendo hairpin	
Diminuendo hairpin	Shift
Guitar Bend	
Text	

Start Editing Text	double click
Stop Editing Text	Esc
Expression	Ctrl E
Technique	Ctrl T
Tempo	Ctrl Alt T
Chord Symbol	Ctrl K

Enter / F2 /

Stop Flexi-time

Flexi-time Input

Notations

Flexi-Time Input

Add Bar at End	Ctrl B
Add Single Bar	Ctrl Shift B
Add or Remove Ins	struments
Instrument Change	Ctrl Alt Shift I
Clef	Q
Key Signature	K
Time Signature	T
Symbol	Z
Rehearsal Mark (consecutive)	Ctrl R

Lyrics

Lyrics Verse 1		Ctrl	L
Lyrics Verse 2	Ctrl	Alt	L
Advance to next note/be	at	Spac	ce
Non-breaking space	Ctrl	Spac	ce
Hyphens to next note			-
Non-breaking hyphen		Ctrl	[-
Elision			

Editing	
Undo	Ctrl Z
Redo	Ctrl Y
Paste as Cue C	trl Alt Shift V
Repeat	R
Flip (note/chord/passage/text/l	ine/etc.)
Hide or Show	Ctrl Shift H
Color	Ctrl J
Reset Note Spacing	Ctrl Shift N
Reset Position	Ctrl Shift P
Reset Design	Ctrl Shift D
Engraving Rules	Ctrl Shift E

Editing Notes

Transpose

Move Note Up/E Diatonically	Down		▲ 8
Move Note Up/Down Chromatically	Shift	PgUp	E PgDn
Respell			Enter
		_	

Slide notes or rests Ctrl || Alt || ∢ | ေန left/right

Shift

Change Notehead Alt | Shift | 0 | – | 9 (one or two digits)

Editing Objects

Move object	4 8 ▶ 8 ▲ 8 ▼
Move object a lot	1 3 8 8 8 8 ▼
Move line end or ly	• •
next note	Space Space

Guitar Tab

Change fret (one or two digits)	0 - 9
Move caret up/down a string	▲ &▼
Move note up/down	

Voices

a string

Swap Voices 1 & 2	Shift
Voice 1-4	Alt 1 – 4
All Voices	Alt 5



Sibelius

Essential Keyboard Shortcuts CONT'D





Ctrl | D

Enter

Ctrl | Enter

Ctrl | Shift | L

Ctrl | Shift | U

Alt | Shift | M

Ctrl | Shift | M

Ctrl | Alt | F

Shift drag staff

Ctrl Alt K

drag staff

Ctrl Alt Shift

Ctrl Alt Shift H

Ctrl | Alt | Shift | S

Ctrl | Shift | Enter

Playback

Play/Stop

Replay

Play from Selection

Stop Playback

Move Playback Line to Selection

(in 0.2 second steps)

Selection

Select All

Select None / Deselect All

Select Bars

Select System Passage

Select More

Select objects with marquee

Add/remove object to/from selection

Extend passage to object

Select bar

Select bar in all staves

(System Selection) Select all bars in staff

(on one system)

Select all bars in all staves

(on one system)

Select all bars in staff throughout score

triple-click staff

Ctrl double-click staff

Navigation

Move score Ctrl Alt G Go to Bar

Go to Page

Select first object on page

(if nothing selected) Select next object

Select previous object

Select previous/next note

Select start of bar/next bar

Select part of object

Layout

Space

Esc

[[႘]]

Ctrl | A

Esc / Ctrl ||.

Ctrl | Alt | A

Alt | Shift | A

Ctrl | Shift | A

Ctrl click

Shift click

click staff

Shift drag on paper

(avoiding notes etc.)

Ctrl click staff

double-click staff

Υ

Ctrl | Space

System Break

Page Break

Unlock Format

Make Into System

Make Into Page

Hide Empty Staves

Show Empty Staves

Document Setup

Special Page Break

Lock Format

Use Multirests

Focus on Staves

Move staff up/down (relative)

Move staff up/down (absolute)

Panels

Keypad

Inspector

Mixer

Ctrl | Shift | I M / Ctrl | Alt | M

Zoom

Zoom In

Zoom Out

Ctrl || = | / | Ctrl || Num + Ctrl || Num -

Panorama

Transposing Score

Tab

Tab

Ctrl | F

drag paper

Shift | Tab

Ctrl | Shift | G

⊲ |દ| ▶

Ctrl | ◀ & ▶

View Options

Switch between Full Score and Part

Next Part

Previous Part

Ctrl | Alt | | , | / | Ctrl | | Shift

Ctrl | Alt | . | / Ctrl

Miscellaneous

Preferences

Sibelius Reference Guide

Command Search

Cancel

Ctrl

Shift P

Ctrl | Shift | T

W / Ctrl Alt

/ | Alt | 0

Esc / Ctrl |

