



Superhuman Keyboard Shortcuts

v4 · Mac Edition

Actions

- Superhuman Command ⌘ K
- Search /
- Undo Z
- Shortcuts ?
- Select Conversation X
- Add to Selection shift J or shift K

Messages

- Compose C
- Reply All enter
- Reply R
- Forward F
- Open Links & Attachments ⌘ O
- Cycle through Links & Dates tab
- Expand Message O
- Expand All Messages shift O

Labels

- Add or Remove Label L
- Remove Label Y
- Remove Label, Next [
- Remove Label, Previous]
- Remove All Labels shift Y
- Move V

Filters

- Unread shift U
- Starred shift S
- Important shift I
- No Reply shift R

Conversations

- Mark Done (Archive) E
- Mark Not Done shift E
- Remind Me (Snooze) H
- Star S
- Mark Read or Unread U
- Trash #
- Mark Spam !
- Mute shift M
- Unsubscribe ⌘ U

Folders

- Go to Inbox / Important G then I
- Go to Other G then O
- Go to Starred G then S
- Go to Drafts G then D
- Go to Sent Mail G then T
- Go to Done G then E
- Go to Reminders G then H
- Go to Muted G then M
- Go to Snippets G then ;
- Go to Spam G then !
- Go to Trash G then #
- Go to All Mail G then A
- Go to Label G then L

Calendar

- Toggle Calendar 0
- Previous Day -
- Next Day =

Format

Bold	⌘ B
Italics	⌘ I
Underline	⌘ U
Hyperlink	⌘ K
Color	⌘ O
Strikethrough	⌘ shift X
Numbers	⌘ shift 7
Bullets	⌘ shift 8
Quote	⌘ shift 9
Indent List	tab
Outdent List	shift tab
Increase Indent	⌘]
Decrease Indent	⌘ [

Compose

To	⌘ shift O
Cc	⌘ shift C
Bcc	⌘ shift B
From	⌘ shift F
Edit Subject	⌘ shift S
Edit Message	⌘ shift M
Attach	⌘ shift A
Discard Draft	⌘ shift ,
Move Contacts to Bcc	⌘ shift I
Remind Me	⌘ shift H
Send Later	⌘ shift L
Use Snippet	⌘ ;
Insert Emoji	:smile
Send	⌘ enter
Send & Mark Done	⌘ shift enter
Instant Send	⌘ shift Z

Navigation

Superhuman Focus	→ ← ↑ ↓
Next Split	tab
Previous Split	shift tab
Open Conversation	enter
Next / Previous Conversation	J or K
Next / Previous Message	N or P
Scroll Down	space
Scroll Up	shift space
Jump to Top / Bottom	⌘ ↑ or ⌘ ↓
New Window	⌘ N
New Tab	⌘ T
Next Tab	⌘ shift]
Previous Tab	⌘ shift [
Switch Tabs	⌘ 1-9
Close Tab	⌘ W
Switch Accounts	ctrl 1-9
Increase Font Size	⌘ =
Decrease Font Size	⌘ -
Reset Font Size	⌘ 0
Copy Page Link	ctrl /
Back	esc

Pop Out Compose

Pop Draft In or Out	⌘ shift P
Pop Out Reply	shift R
Pop Out Reply-all	shift enter
Pop Out New Message	shift C
Pop Out Forward	shift F
Pop Out a Draft & Search	⌘ /
Switch to or from a Draft	⌘ D



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Shortcuts	?
Select Conversation	X
Add to Selection	shift J or shift K

Messages

Compose	C
Reply All	enter
Reply	R
Forward	F
Open Links & Attachments	⌘ O
Cycle through Links & Dates	tab
Expand Message	O
Expand All Messages	shift O

Labels

Add or Remove Label	L
Remove Label	Y
Remove Label, Next	[
Remove Label, Previous]
Remove All Labels	shift Y
Move	V

Filters

Unread	shift U
Starred	shift S
Important	shift I
No Reply	shift R

Conversations

Mark Done (Archive)	E
Mark Not Done	shift E
Remind Me (Snooze)	H
Star	S
Mark Read or Unread	U
Trash	#
Mark Spam	!
Mute	shift M
Unsubscribe	⌘ U

Folders

Go to Inbox / Important	G then I
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Go to Starred	G then S
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Go to Sent Mail	G then T
Go to Done	G then E
Go to Reminders	G then H
Go to Muted	G then M
Go to Snippets	G then ;
Go to Spam	G then !
Go to Trash	G then #
Go to All Mail	G then A
Go to Label	G then L

Calendar

Toggle Calendar	0
Previous Day	-
Next Day	=

Format

Bold	⌘	B
Italics	⌘	I
Underline	⌘	U
Hyperlink	⌘	K
Color	⌘	O
Strikethrough	⌘	shift X
Numbers	⌘	shift 7
Bullets	⌘	shift 8
Quote	⌘	shift 9
Indent List		tab
Outdent List	shift	tab
Increase Indent	⌘]
Decrease Indent	⌘	[

Compose

To	⌘	shift	O
Cc	⌘	shift	C
Bcc	⌘	shift	B
From	⌘	shift	F
Edit Subject	⌘	shift	S
Edit Message	⌘	shift	M
Attach	⌘	shift	A
Discard Draft	⌘	shift	,
Move Contacts to Bcc	⌘	shift	I
Remind Me	⌘	shift	H
Send Later	⌘	shift	L
Use Snippet	⌘		;
Insert Emoji			:smile
Send	⌘		enter
Send & Mark Done	⌘	shift	enter
Instant Send	⌘	shift	Z

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Next Split				tab	
Previous Split			shift	tab	
Open Conversation				enter	
Next / Previous Conversation			J	or K	
Next / Previous Message			N	or P	
Scroll Down				space	
Scroll Up			shift	space	
Jump to Top / Bottom	⌘	↑	or	⌘	↓
New Window				⌘	N
New Tab				⌘	T
Next Tab			⌘	shift]
Previous Tab			⌘	shift	[
Switch Tabs			⌘		1-9
Close Tab			⌘		W
Switch Accounts			ctrl		1-9
Increase Font Size			⌘		=
Decrease Font Size			⌘		-
Reset Font Size			⌘		0
Copy Page Link			ctrl		/
Back					esc

Pop Out Compose

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Pop Out Reply		shift	R
Pop Out Reply-all	shift		enter
Pop Out New Message		shift	C
Pop Out Forward		shift	F
Pop Out a Draft & Search		⌘	/
Switch to or from a Draft		⌘	D