CHEAT SHEETS HERO

Slack Shortcuts Cheatsheet
A handy guide to essential Slack keyboard shortcuts for improved productivity and efficiency.

Navigation & General Shortcuts

Channel & Conversation Navigation

`Ctrl/Cmd + K`	Quick Switcher: Jump to a channel or direct message.
`Ctrl/Cmd + Shift + K`	Jump to the previous channel or DM.
`Ctrl/Cmd + Shift + L`	Jump to the next channel or DM.
`Alt + Up/Down Arrow`	(Windows/Linux) Navigate between channels/DMs in the sidebar.
`Ctrl/Cmd + J`	Jump to the next unread channel or DM.
`Ctrl/Cmd + Shift + M`	Mute/unmute the current conversation.

General Actions

`Ctrl/Cmd + N`	Open a new Slack window.
`Ctrl/Cmd + W`	Close the current Slack window.
`Ctrl/Cmd + .`	Open the Preferences menu.
`Ctrl/Cmd + Shift + E`	Open the emoji picker.
`Ctrl/Cmd + /`	Show list of all keyboard shortcuts.
`Esc`	Mark all messages in current channel as read.

Message Composition & Formatting

Basic Formatting

`Ctrl/Cmd + B`	Bold text.
`Ctrl/Cmd + I`	Italicize text.
`Ctrl/Cmd + Shift + X`	Strikethrough text.
`Ctrl/Cmd + Shift + 9`	Create a bulleted list.
`Ctrl/Cmd + Shift + 8`	Create a numbered list.
`Ctrl/Cmd + Shift + C`	Create a code block.

Message Actions

`Up Arrow`	Edit the last message you sent.
`Shift + Enter`	Add a new line in your message.
`Ctrl/Cmd + Enter`	Send message (if 'Enter sends message' is disabled in preferences).
`Esc`	Clear the message you're composing.

Emoji & Reactions

`:emoji:`	Type `:emoji:` to insert an emoji. Example: `:smile:`.
`Ctrl/Cmd + Shift + E`	Open the emoji picker.

Search & Activity

Search Shortcuts

`Ctrl/Cmd + F`	Open the search bar.
`Ctrl/Cmd + G`	Find next search result.
`Shift + Ctrl/Cmd + G`	Find previous search result.

Activity & Threads

`Ctrl/Cmd + Shift + T`	Open the Threads view.
`Ctrl/Cmd + Shift + A`	Open the Activity view (mentions & reactions).

Call Shortcuts

Call Actions

`Ctrl/Cmd + Shift + H`	Toggle mute during a call.
`Ctrl/Cmd + Shift + D`	Toggle deafen during a call.