

Mode Reference Card (1/2)

(for version 4.75)

Getting Started

```

-list 'auto-mode-alist '(("\\.org$" . org-mode))
-key global-map "\C-cl" 'org-store-link1
-key global-map "\C-ca" 'org-agenda1
many customization options try M-x org-customize
the on-line documentation try M-x org-info

```

Utility Cycling

```

current subtree between states TAB
entire buffer between states S-TAB
entire whole file C-c C-a
context around point C-c C-r
subtree in indirect buffer, ded. frame C-c C-k

```

Navigation

```

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

```

Text Editing

```

move heading/item at current level M-RET
move TODO entry/checkbox item M-S-RET
move current heading up one level M-LEFT
move current heading down one level M-RIGHT
move current subtree up one level M-S-LEFT
move current subtree down one level M-S-RIGHT
move subtree/list item up/down M-S-UP/DOWN
delete subtree C-c C-x C-w
delete subtree C-c C-x M-w
delete subtree C-c C-x C-y
delete buffer to current subtree C-x n s

```

Archiving

```

ARCHIVE tag C-c C-x C-a
archiving of an ARCHIVED tree C-TAB
delete subtree to archive file C-c C-x C-s

```

Agenda and Sparse Trees

```

parse tree for all matches of a regexp C-c /
ARCHIVED's in sparse tree C-c C-v
ARCHIVED list in agenda mode C-c t1
parse tree with all deadlines due C-c C-w
ded 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

```

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 -
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 coordinate grid C-c }
toggle formula 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

```

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
bdbb: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 4.75)

Org Items and Checkboxes

state of the current item	C-c C-t
next/previous state	S-LEFT/RIGHT
next/previous set	C-S-LEFT/RIGHT
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 ³
show 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: insert [/] or [%]	
checkbox statistics (C-u : whole file)	C-c #

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

Stamps

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 C-w
between 2 dates in a time range	C-c C-y
timestamp at cursor by ±1 day	S-RIGHT/LEFT ³
year/month/day at cursor by ±1	S-UP/DOWN ³
the calendar for the current date	C-c >
timestamp matching date in calendar	C-c <
agenda for current date	C-c C-o
date while prompted	mouse-1/RET
custom format display for dates/times	C-c C-x C-t

Org time

clock on current item	C-c C-x C-i
clock on current item	C-c C-x C-o
current clock	C-c C-x C-x
total subtree times	C-c C-x C-d
displayed times	C-c C-c
update table with clock report	C-c C-x C-r

Org and cldatex-mode

LaTeX fragment	C-c C-x C-1
abbreviation (cldatex-mode)	TAB
modify math symbol (cldatex-mode)	' / '

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-'
compile agenda for the current week	C-c a a ¹
compile global TODO list	C-c a t ¹
compile TODO list for specific keyword	C-c a T ¹
match tags in agenda files	C-c a m ¹
match tags in TODO entries	C-c a M ¹
find stuck projects	C-c a # ¹
show timeline of current org file	C-c a L ¹
configure custom commands	C-c a C ¹
configure stuck projects	C-c a ! ¹
agenda for date at cursor	C-c C-o

To set categories, add lines like²:

#+CATEGORY: MyCateg

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 daily / weekly view	d / w
toggle inclusion of diary entries	D
toggle time grid for daily schedule	g
toggle display of logbook entries	l
refresh agenda buffer with any changes	r
save all org-mode buffers	s
display the following org-agenda-ndays	RIGHT
display the previous org-agenda-ndays	LEFT
goto today	.

Remote editing

digit argument	0-9
change state of current TODO item	t
kill item and source	C-k
archive the subtree	\$
show tags of current headline	T
set tags for current headline	:
toggle ARCHIVE tag	a
set priority of current item	p
raise/lower priority of current item	S-UP/DOWN ³
display weighted priority of current item	P
schedule/set deadline for this item	C-c C-s/d
change timestamp to one day earlier/later	S-LEFT/RIGHT ³
change timestamp to today	>
insert new entry into diary	i
start the clock on current item (clock-in)	I
stop the clock (clock-out)	O
cancel current clock	X

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

Calendar and Diary Integration

Include Emacs diary entries into Org-mode agenda with:

(setq org-agenda-include-diary t)

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 :

HTML formatting

make words bold	*bold*
make words <i>italic</i>	/italic/
make words <u>underlined</u>	_underlined_
sub- and superscripts	x ³ , J _{dust}
TeX-like macros	\alpha, \to
typeset lines in fixed width font	start with :
tables are exported as HTML tables	start with
links become HTML links	http:... etc
include html tags	@...

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

¹ This is only a suggestion for a binding of this command. Choose you own key as shown under INSTALLATION.

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

³ Keybinding affected by **org-CUA-compatibility**.

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