Audacity Audio editor shortcuts

CONCEPTS

Shortcuts are the Windows and Linux defaults. On macOS read Ctrl as Cmd and Alt as Option; Preferences is Cmd+, and Add Label at Playback Position is Cmd+.

TRANSPORT

Space
Play / stop

R
Record

P
Pause

Shift + **Space**
Play once / stop

L
Loop play on / off

CURSOR AND SELECTION

Ctrl + **A**
Select all

Home
Cursor to project start

End
Cursor to project end

EDITING

Ctrl + **Z**
Undo

Ctrl + **Y**
Redo

Ctrl + **X**
Cut

Ctrl + **C**
Copy

Ctrl + **V**
Paste

Ctrl + **K**
Delete selection

Ctrl + **T**
Trim audio outside selection

EDITING (cont.)

Ctrl + **L**
Silence selection

Ctrl + **I**
Split clip at cursor

Ctrl + **R**
Repeat last effect

VIEW AND ZOOM

Ctrl + **1**
Zoom in

Ctrl + **3**
Zoom out

Ctrl + **E**
Zoom to selection

TOOLS

F1
Selection tool

TRACKS AND FOCUS

Shift + **U**
Mute / unmute focused track

Shift + **S**
Solo / unsolo focused track

LABELS

Ctrl + **B**
Add label at selection

Ctrl + **M**
Add label at playback position

PROJECT AND FILES

Ctrl + **N**
New project window

Ctrl + **O**
Open

Ctrl + **S**
Save project

Ctrl + **Shift** + **E**
Export audio

Ctrl + **Shift** + **I**
Import audio