

**Family Tree Maker Some Keyboard Short Cuts**  
**Updated to include new shortcuts in Family Tree Maker 2005/06**

<b>My Best Ever Short Cut</b>	<b>Right Mouse Button</b>
<b>Moving Around in the Family View</b>	<b>Copy Merge (v 11 and above)</b>
Create a new Spouse—F3	Copy Selected individual —Ctrl+I
Female child parents' page—F4	Copy All Individuals in the Family View —Ctrl+A
Male child parents' page—F5	
Child as a parent page—F6	Add Bookmark Ctrl+B (2005 and above)
Person's sibling page —F8	
<b>Anytime</b>	<b>Special Features!! (Be careful)</b>
Help —F1	* Compact File —Ctrl+Alt+C
Sources— Ctrl+S	* Re-Index a File— Ctrl+Alt+Shift+F9
To Do— Ctrl+T	File Checker— Ctrl+Alt+Shift+Up arrow
Index—F2	File Fixer— Ctrl+Alt+Shift+Left arrow
Copy— Ctrl+C (standard Windows)	Cross Marriages— Ctrl+Alt+Shift+F11
Cut — Ctrl+X (standard Windows)	Index Check— Ctrl+Alt+Shift+End
Paste — Ctrl+V (standard Windows)	Cache Check— Ctrl+Alt+Shift+Home
System Information—Ctrl+F1	Improper Close— Ctrl+Alt+Shift+Right arrow
Number of Individuals—Alt+F1	OFFR Delete— Ctrl+Alt+Shift+Down arrow (below v11)
Undo Edit Field—Ctrl+Z	* Tools>Compact (v2005 and above) does both operations

Family Tree Maker Knowledge base Help>Technical Support or  
<http://www.genealogy.com/help/>

Online Help Centre Help Online Help Center or  
<http://www.familytreemaker.com/help/Default.aspx?lcid=1033>

John Donaldson  
 johndd@inet.net.au  
 February 2006