

## Mozilla Thunderbird Keyboard Shortcuts

### Send and receive

F5 [Ctrl][T]	Send and receive all messages for all e-mail accounts
[Ctrl][Shift][T]	Get new messages for all e-mail accounts
[Esc]	Stop current action
[Ctrl][M]	Write new e-mail message
[Ctrl][Enter]	Send current message now
[Ctrl][Shift][Enter]	Send current message later
[Ctrl][Q]	Exit Thunderbird

### Reading e-mail

[Ctrl][Shift][F]	Search messages
[Ctrl][F]	Find in current message (open a search window at the bottom of the current e-mail message)
[Ctrl][O]	Open e-mail message in new window
[Ctrl][W]	Close current open e-mail message window
[Ctrl][P]	Print currently selected e-mail message
[F]	Go to next message (from any Thunderbird screen)
[N]	Go to next unread e-mail message (from any Thunderbird screen)
[B]	Go to previous e-mail message (from any Thunderbird screen)
[P]	Go to previous unread e-mail message (from any Thunderbird screen)

### Responding to and writing new e-mail messages

[Ctrl][L]	Forward selected message
[Ctrl][E]	Edit current message as a new message
[Ctrl][R]	Reply to message sender
[Ctrl][Shift][R]	Reply to All (replies to message sender and all other recipients)

### Tagging and marking shortcuts

[M]	Mark message as read or unread (toggle)
[R]	Mark thread as read
[J]	Mark message as Junk
[Shift][J]	Mark message as Not Junk
[1]	Add or remove "Important" tag (toggle)
[2]	Add or remove "Work" tag (toggle)
[3]	Add or remove "Personal" tag (toggle)
[4]	Add or remove "To Do" tag (toggle)
[5]	Add or remove "Later" tag (toggle)
[0]	Remove all tags from selected message

### Composition shortcuts

[Ctrl][A]	Select all text in open e-mail message
[Ctrl][C]	Copy selected text
[Ctrl][X]	Cut selected text
[Ctrl][V]	Paste selection from clipboard
[Del]	Delete selected text and formatting
[Ctrl][Z]	Undo previous action
[Ctrl][Y]	Redo previous Undo