Quickbooks Keyboard Shortcuts for Windows

The 28 shortcuts to know first

ShortcutFoo

General

F2	Display product information about your QuickBooks version
Esc	Close active window
Alt + S	Save transaction
Alt + N	Save transaction and go to next transaction
Enter	Record (when black border is around OK, Save and Close, Save and New, or Record)
Ctrl + Enter	Record (always)

Activities

Ctrl + O	Copy check transaction in register
Ctrl + I	Create invoice
Ctrl + D	Delete check, invoice, transaction, or item from list
Ctrl + F	Find transaction
Ctrl + G	Go to register of transfer account

Dates

Shift + +	Next day
-	Previous day
T	Today
[	Same date in previous week
]	Same date in next week
;	Same date in last month

Editing

Ctrl + E	Edit transaction selected in register
Delete	Delete character to right of insertion point
Backspace	Delete character to left of insertion point
Ctrl + Delete	Delete line from detail area
Ctrl + X	Cut selected characters
Ctrl + C	Copy selected characters

Moving Around a Window

Tab	Next field
Shift + Tab	Previous field
Home	Beginning of current field
End	End of current field
Down	Line below in detail area or on report

See all 61 shortcuts and practice them free

shortcutfoo.com/app/dojos/quickbooks-win

Typing drills + spaced repetition