PITCH
- a–g insert note at given pitch (within a 4th of previous pitch)
- A–G add note to current chord
- ↑↓ transpose note(s) up one diatonic step
- ↓↑ transpose note(s) down one diatonic step
- ctrl–↑ transpose natural note(s) up one octave
- ctrl–↓ transpose natural note(s) down one octave
- shift–↑ transpose note(s) up one semitone
- shift–↓ transpose note(s) down one semitone
- space replace current note with rest

ACCIDENTALS
- toggle flat sign before note(s)
+ toggle sharp sign before note(s)
* toggle natural sign before note(s)
- toggle double-flat sign before note(s)
* toggle double-sharp sign before note(s)
z enharmonic accidental change (C♯=D♭)

On Apple OS X computers, use the key in place of ctrl.

RHYTHM
[ make note/chord shorter
] make note/chord longer
, toggle tie to next note
. toggle augmentation dot on note/chord

GUITAR TAB
- F1–F6 insert note on given string 1–6
- shift F1–F6 add note to string 1–6
- ↑↓ move selected notes one fret up/dn
- shift–↑↓ move selected notes one string up/dn
- 0–9 enter fret number

BEAMING
{ break/join beaming to previous note/rest
} break/join beaming to next note/rest

ARTICULATIONS
: toggle tenuto on selected note(s)
; toggle staccato on selected note(s)
' toggle accent (>) on selected note(s)
" toggle strong accent (A) on selected note(s)
^ toggle fermata on selected note(s)/rests(s)

Other articulations added by clicking on edit menu: staccatissimo (¥), closed (₆), harmonic(), up bow (¥), down bow (₆).

PLAYBACK
- p play music from start (press p/P to stop)
- P play music from current measure to end

STAFF VOICES
- u insert/go to upper voice in measure
- L insert/go to lower voice in measure
- m delete current voice (in meas. with two voices)

TEXT / LYRICS
- ctrl–L start entering lyrics on current note
- t text tab/esc insert “text” above current note, such as “Allegro”
- double-click edit lyric syllable/text

TUPLETs
☞ press right arrow key to next rest ☜ set rhythm of the rest to tuplet base, then press ☞ 3 for triplets ☜ 4 for 4:3 rhythms ☞ 5 for quintuplets ☞ 6 for sextuplets ☞ 7 for septuplets.

CHORDS / FINGERING / ENDINGS
- k text tab/esc insert chord text above current note, where examples for text are given below.

chord labels functional chord labels fingering/figured bass special functions

Bb F5 3 B♭ 5 V+ V+ 2 2 — (underlines) 1.
F♯ F3 Vii06 VII06 4.3 4.3 1 3 5
Amin7b5 A♭75 V7 V7 6 4 4 5
C#MA7 C♯7 B♭7 IV6 4 IV4 6 4 4 5
G7(b9,b13) G7(b9,♯13) D min: v6 5 D min: v♯5 ♭7 b5 Fr6 Fr6 7 5
A7/E A7/E

For special formatting in chords, add {{ before and }} after chord text, then typing !text! will convert text to a smaller font, and ^text^ will make text superscript.

Thanks to Craig Sapp of Stanford University for creating this chart.