

# Frequently Used FCP 4.5 Keyboard Shortcuts

1. Command/U will make a subclip
2. Command/B will make a new bin
3. Command/Shift plus a mouse movement will slide a selection within the Viewer. A selection is defined as the footage between In and Out points
4. Command/+ expands the timeline
5. Command/- contracts the timeline
6. Command/9 will bring up an item's properties
7. Option/M will move the playhead to the previous marker
8. Shift/M will move the playhead to the next marker
9. Shift/z will fit an entire sequence into the timeline window, or an entire image into the Viewer or Canvas windows
10. shift plus the \ key will play from an edit in point to an edit out point
11. F2 will log a clip
12. Option/p will give you a preview of a need-to-be rendered selection
13. Shift/return key will open a Browser or timeline clip in its own window
14. Command/l links or unlinks individual clips selected in the timeline
15. Shift/l turns off or on all timeline linking
16. Control/l will loop playback
17. F6 plus a track number will route video from a Browser clip to that track
18. F7 plus a track number will route L channel audio from a Browser clip to that track
19. F8 plus a track number will route R channel audio from a Browser clip to that track
20. note: holding down the shift key while performing 17-19 will unroute
21. F4 plus a track number locks and unlocks video tracks
22. F5 plus a track number locks and unlocks audio tracks
23. The f key opens the match frame command (position the Timeline or Viewer playhead first)
24. Command/7 will open the trim edit window at the nearest edit point to the playhead
25. The right bracket key moves a selected edit point or a selected clip one frame forward
26. The left bracket key moves a selected edit point or a selected clip one frame backward
27. Hold down the shift key when doing 25 or 26 and the selection will jump a specified number of frames in either direction. This number is set in the Editing Tab of User Preferences under Multi-Frame Trim Size
28. Command W closes active windows

29. After an edit point is selected, the u key will open the ripple tool; hit u again and the roll tool will open; hit u a third time and ripple will be active again.
30. The n key toggles snapping on or off
31. The a key takes you back to the selection tool
32. Hold down the option key and click on a track's auto select icon in the Timeline to turn off auto-select for all other tracks
33. Control/v adds an edit point at the playhead position in the Timeline
34. Command/h hides FCP
35. Command/n brings up a new window
36. Command/tab brings back hidden applications (in toggle fashion)
37. Option/click drag a file to duplicate it
38. Command/1 opens or activates the Viewer
39. Command/2 opens or activates the Canvas
40. Command/3 opens or activates the Timeline
41. Command/4 opens or activates the Browser
42. The j key will play a clip or the timeline backward. Multiple punches of the key will speed up the same action
43. The k key will stop the playhead in any window
44. The l key will play a clip or the timeline forward. Multiple punches of the key will speed up the same action
45. Holding down both the k and l keys will play forward in slow motion
46. Holding down both the j and k keys will play backward in slow motion
47. Right arrow will move the playhead one frame forward; shift plus right arrow will move the playhead one second forward
48. Left arrow will move the playhead one frame backward; shift plus left arrow will move the playhead one second backward
49. Tab once in the Viewer or Canvas to highlight the duration timecode window; tab twice to highlight the playhead position timecode window
50. Hitting the + key will take you forward whatever time value you enter; hitting the - key will take you backward the same value
51. F9 institutes an insert edit
52. F10 institutes an overwrite edit
53. F11 institutes a replace edit
54. F12 institutes a superimpose edit
54. Shift/F9 institutes an insert with (default) transition edit
55. Shift/F10 institutes an overwrite with (default) edit
56. Command 0 (the number 0) will open sequence settings
57. Command/a selects all