**JAWS COMMANDS**

The basics

| **Topic** | **Task** | **Command** |
| --- | --- | --- |
| **Reading:** | **Stop reading** | **Control** |
| **Start reading continuously from this point on** | **Insert** + **down arrow** |
| **Read next item** | **down arrow** |
| **Read next *focusable* item (e.g. link, button)** | **Tab** |
| **Activate:** | **Link** | **Enter** |
| **Button** | **Enter** or **Space Bar** |
| **Headings:** | **Go to next heading** | **H** |
| **Show list of all headings** | **Insert** + **F6** |
| **Go to next heading of level [1-6]** | **1** - **6** |
| **Landmarks:** | **Go to next landmark/region** | **R** |
| **Main:** | **Go to the main content region** | **Q** |
| **Elements list:** | **Show list of all buttons, frames, graphics, lists, links, etc.** | **Insert** + **F3** |
| **Tables:** | **Go to next table** | **T** |
| **Navigate table cells** | **Ctrl** + **Alt** + **right arrow** or **down arrow** or **left arrow** or **up arrow** |
| **Lists:** | **Go to next list** | **L** |
| **Go to next list item** | **I** |
| **Graphics:** | **Go to next graphic** | **G** |
| **Links:** | **List all links** | **Insert** + **F7** |
| **Go to next *unvisited* link** | **U** |
| **Go to next *visited* link** | **V** |
| **Navigate:** | **Toggle between: Radio buttons, <select> list items, Tabs (ARIA widget), Tree view items (ARIA widget), Menu items (ARIA widget)** | **right arrow** or **down arrow** or **left arrow** or **up arrow** |
| **Virtual PC Cursor:** | **Toggle Virtual PC Cursor** | **Insert** + **Z** |
| **Go backward:** | **To previous heading, landmark, table, focusable item, etc.** | **Shift** + [**H**, **R**, **T**, **Tab**, etc.] |

Reading text

| **Topic** | **Task** | **Command** |
| --- | --- | --- |
| **Line:** | **Say prior line** | **up arrow** |
| **Say next line** | **down arrow** |
| **Say current line** | **Insert** + **up arrow** |
| **Say to cursor** | **Insert** + **Home** |
| **Say from cursor** | **Insert** + **Page Up** |
| **Character:** | **Say prior character** | **left arrow** |
| **Say next character** | **right arrow** |
| **Say character** | Numpad **5** |
| **Say character phonetically** | Numpad **5** twice quickly |
| **Word:** | **Say prior word** | **Insert** + **left arrow** |
| **Say next word** | **Insert** + **right arrow** |
| **Say word** | **Insert** + Numpad **5** |
| **Sentence:** | **Say prior sentence** | **Alt** + **up arrow** |
| **Say next sentence** | **Alt** + **down arrow** |
| **Say current sentence** | **Alt** + Numpad **5** |
| **Spelling:** | **Spell word** | **Insert** + Numpad **5** twice quickly |
| **Spell current line** | **Insert** + **up arrow** twice quickly |
| **Spell to cursor** | **Insert** + **Home** twice quickly |
| **Spell from cursor** | **Insert** + **Page Up** twice quickly |
| **Fast forward:** | **Forward during a say all** | **right arrow** |
| **Rewind:** | **Rewind during a say all** | **left arrow** |

Tables

| **Topic** | **Task** | **Command** |
| --- | --- | --- |
| **Table:** | **Go to next (previous) table** | **T** (**Shift** + **T**) |
| **Cell:** | **Cell to right** | **Ctrl** + **Alt** + **right arrow** |
| **Cell to left** | **Ctrl** + **Alt** + **left arrow** |
| **Cell below** | **Ctrl** + **Alt** + **down arrow** |
| **Cell above** | **Ctrl** + **Alt** + **up arrow** |
| **First Cell** | **Ctrl** + **Alt** + **Home** |
| **Last cell** | **Ctrl** + **Alt** + **End** |
| **Say current cell** | **Ctrl** + **Alt** + Numpad **5** |
| **Row:** | **Read current row** | **Insert** + **Shift** + **up arrow** |
| **Read from start of row** | **Insert** + **Shift** + **Home** |
| **Read to end of row** | **Insert** + **Shift** + **Page Up** |
| **First cell in row** | **Ctrl** + **Alt** + **Shift** + **left arrow** |
| **Last cell in row** | **Ctrl** + **Alt** + **Shift** + **right arrow** |
| **Column:** | **Read current column** | **Insert** + **Shift** + Numpad **5** |
| **Read from top of column** | **Insert** + **Shift** + **End** |
| **Read to bottom of column** | **Insert** + **Shift** + **Page Down** |
| **First cell in column** | **Ctrl** + **Alt** + **Shift** + **up arrow** |
| **Last cell in column** | **Ctrl** + **Alt** + **Shift** + **down arrow** |

Forms

| **Topic** | **Task** | **Command** |
| --- | --- | --- |
| **Form elements:** | **List all form elements** | **Insert** + **F5** |
| **Navigate:** | **Next focusable item** | **Tab** |
| **Next form field** | **F** |
| **Next button** | **B** |
| **Next checkbox** | **X** |
| **Checkboxes:** | **Select and deselect** | **Space Bar** or **Enter** |
| **Combo boxes (<select>):** | **Open combo box** | **Alt** + **down arrow** |
| **Browse/select options** | **down arrow** or the **First letter** |
| **Select multiple options** | **Shift** + **down arrow** (or **up arrow**) |
| **Radio buttons:** | **Toggle selection** | **up arrow**/**down arrow** |
| **Forms mode\*:** | **Enter forms mode** | **Enter** (when focus is on a form field) |
| **Exit forms mode (enter browse mode)** | Numpad Plus (**+**) |

\* “Forms mode” allows you to enter data into form fields. Browse mode allows you to navigate the page using standard screen reader shortcuts (e.g. to navigate headings, landmarks, links, etc.)

Other commands

| **Task** | **Command** |
| --- | --- |
| **Search for a word or a phrase** | **Ctrl** + **F** |
| **Refresh Screen, i.e. repaints all the currently displayed items on the screen** | **Insert** + **Esc** |
| **Reformat documents, i.e. reformats multiple column pages to be more readable with speech.** | **Insert** + **F5** |
| **Help with current element** | **Insert** + **F1** |
| **Show Desktop** | **Windows Key + D** |
| **Open File Explorer** | **Windows Key + E** |
| **Start Menu** | **Windows Key** |
| **Right Click** | **Shift + F10** |
| **New Tab** | **Ctrl + T** |
| **Open Window List** | **Insert + F10** |
| **Tell Current Time** | **Insert + F12** |
| **System Tray** | **Insert + F11** |