

Microsoft Copilot Keyboard Shortcuts

Mac · Windows · Linux — free printable reference from linuru.com

Chat

Action	Mac	Windows	Linux
Start a new conversation	Cmd + Shift + N	Ctrl + Shift + N	Ctrl + Shift + N
Send message	Enter	Enter	Enter
Insert new line in message	Shift + Enter	Shift + Enter	Shift + Enter
Stop generating response	Escape	Escape	Escape
Focus chat input	Cmd + Shift + I	Ctrl + Shift + I	Ctrl + Shift + I
Clear conversation	Cmd + Shift + Delete	Ctrl + Shift + Delete	Ctrl + Shift + Delete
Select all text in input	Cmd + A	Ctrl + A	Ctrl + A

Navigation

Action	Mac	Windows	Linux
Toggle sidebar	Cmd + Shift + S	Ctrl + Shift + S	Ctrl + Shift + S
Search chat history	Cmd + F	Ctrl + F	Ctrl + F
Open settings	Cmd + ,	Ctrl + ,	Ctrl + ,
Open plugins menu	Cmd + Shift + P	Ctrl + Shift + P	Ctrl + Shift + P
Switch to previous conversation	Cmd + Shift + [	Ctrl + Shift + [	Ctrl + Shift + [
Switch to next conversation	Cmd + Shift +]	Ctrl + Shift +]	Ctrl + Shift +]
Scroll to top of conversation	Cmd + Up	Ctrl + Home	Ctrl + Home
Scroll to bottom of conversation	Cmd + Down	Ctrl + End	Ctrl + End

Response Actions

Action	Mac	Windows	Linux
Copy last response	Cmd + Shift + C	Ctrl + Shift + C	Ctrl + Shift + C
Share conversation	Cmd + Shift + E	Ctrl + Shift + E	Ctrl + Shift + E
Regenerate response	Cmd + Shift + R	Ctrl + Shift + R	Ctrl + Shift + R
Rate response thumbs up	Cmd + Shift + Up	Ctrl + Shift + Up	Ctrl + Shift + Up
Rate response thumbs down	Cmd + Shift + Down	Ctrl + Shift + Down	Ctrl + Shift + Down
Copy selected text	Cmd + C	Ctrl + C	Ctrl + C
Select all in response	Cmd + A	Ctrl + A	Ctrl + A

Formatting

Action	Mac	Windows	Linux
Bold text in input	Cmd + B	Ctrl + B	Ctrl + B
Italic text in input	Cmd + I	Ctrl + I	Ctrl + I
Inline code in input	Cmd + E	Ctrl + E	Ctrl + E
Create code block in input	Cmd + Shift + K	Ctrl + Shift + K	Ctrl + Shift + K
Undo typing	Cmd + Z	Ctrl + Z	Ctrl + Z
Redo typing	Cmd + Shift + Z	Ctrl + Shift + Z	Ctrl + Shift + Z

Image & Create

Action	Mac	Windows	Linux
Open Image Creator	Cmd + Shift + G	Ctrl + Shift + G	Ctrl + Shift + G
Switch to Notebook mode	Cmd + Shift + B	Ctrl + Shift + B	Ctrl + Shift + B
Attach file or image	Cmd + Shift + U	Ctrl + Shift + U	Ctrl + Shift + U
Paste image from clipboard	Cmd + V	Ctrl + V	Ctrl + V
Toggle creative tone	Cmd + Shift + 1	Ctrl + Shift + 1	Ctrl + Shift + 1
Toggle balanced tone	Cmd + Shift + 2	Ctrl + Shift + 2	Ctrl + Shift + 2
Toggle precise tone	Cmd + Shift + 3	Ctrl + Shift + 3	Ctrl + Shift + 3

Accessibility

Action	Mac	Windows	Linux
Navigate to next interactive element	Tab	Tab	Tab
Navigate to previous interactive element	Shift + Tab	Shift + Tab	Shift + Tab
Activate focused element	Enter	Enter	Enter
Open keyboard shortcut help	Cmd + /	Ctrl + /	Ctrl + /
Skip to main content	Cmd + Shift + M	Ctrl + Shift + M	Ctrl + Shift + M
Toggle high contrast mode	Cmd + Shift + H	Ctrl + Shift + H	Ctrl + Shift + H