

# **Getting Started**

Command (Forward)	Command (Backward)	Description
Control		Stop Reading
Insert + Down Arrow		Read Continuously from the current position (Say All)
Tab	Shift + Tab	Go to next (or previous) focusable element, such as a link or form element
Enter		Activate a Button or Link
н	Shift + H	Go to next (or previous) heading

# **Basic Page Navigation**

Command (forward)	Command (backward)	Description
Н	Shift + H	Go to next (or previous) heading
1-6	Shift + 1 - 6	Go to next (or previous) heading of a specific level (1 - 6)
Insert + F6	n/a	List of Headings
L	Shift + L	Go to next (or previous) list
1	Shift + I	Go to next (or previous) list item
F	Shift + F	Go to next (or previous) form element
T	Shift + T	Go to next (or previous) table
Q	n/a	(JAWS 15+) Go to the main region (ARIA landmark) of the page
R	Shift + R	(JAWS 15+) Go to next (or previous) region (ARIA or HTML5 landmark)
;	Shift + ;	(up to JAWS 14) Go to next (or previous) ARIA landmark

# **Reading Text**

Command	Description
Up Arrow	Say Prior Line
Down Arrow	Say Next Line
Left Arrow	Say Previous Character
Right Arrow	Say Next Character
Num Pad 5	Say Character
Num Pad 5 twice quickly	Say Character Phonetically
Insert + Left Arrow	Say Prior Word
Insert + Right Arrow	Say Next Word
Insert + Num Pad 5	Say Word
Insert + Num Pad 5 twice quickly	Spell Word
Insert + Up Arrow	Say Current Line
Insert + Up Arrow twice quickly	Spell Current Line
Alt + Up Arrow	Say Prior Sentence
Alt + Down Arrow	Say Next Sentence
Alt+Num Pad 5	Say Current Sentence
Insert + Home	Say to Cursor
Insert + Page Up	Say from Cursor
Insert + Home twice quickly	Spell to Cursor
Insert + Page Up twice quickly	Spell from Cursor
Right Arrow	Fast Forward during a Say All
Left Arrow	Rewind during a Say All

## Links

Command (forward)	Command (backward)	Description
Insert + F7	n/a	List Links
U	Shift + U	Go to next (or previous) unvisited link
V	Shift + V	Go to next (or previous) visited link

#### **Forms**

Command (forward)	Command (backward)	Description
Insert + F5		List form elements
F	Shift + F	Go to next (or previous) form
В	Shift + B	Go to next (or previous) button
Enter		Enter Forms Mode
Spacebar		Select and deselect checkboxes
Alt + Down Arrow		Open Combo Box/Jump Menu
Ctrl + Shift	Ctrl + Spacebar	Select Multiple List Items
Ctrl + \		Unselect All But Current
Down Arrow	Up Arrow	Select Radio Button
Down Arrow or First letter	Up Arrow	Select Element in Combo Box
+ key		Exit Forms Mode

### **Tables**

Command	Description
T (Shift + T)	Go to next (previous) table
Ctrl + Alt + Right Arrow	Cell to Right
Ctrl + Alt + Left Arrow	Cell to Left
Ctrl + Alt + Down Arrow	Cell Below
Ctrl + Alt + Up Arrow	Cell Above
Ctrl + Alt + Home	First Cell
Ctrl + Alt + End	Last Cell
Ctrl + Alt + Shift + Up Arrow	First Cell in Column
Ctrl + Alt + Shift + Down Arrow	Last Cell in Column
Ctrl + Alt + Shift + Left Arrow	First Cell in Row
Ctrl + Alt + Shift + Right Arrow	Last Cell in Row
Ctrl + Alt + Num Pad 5	Say Current Cell
Insert + Shift + Up Arrow	Read Current Row
Insert + Shift + Home	Read from Start of Row
Insert + Shift + Page Up	Read to End of Row
Insert + Shift + Num Pad 5	Read Current Column
Insert + Shift + End	Read from Top of Column
Insert + Shift + Page Down	Read to Bottom of Column

## **Other Commands**

Command	Description
Ctrl + F	Search for a word or a phrase
Insert + Esc	Refresh Screen, i.e. repaints all the currently displayed items on the screen
Insert + F5	Reformat documents, i.e. reformats multiple column pages to be more readable with speech.
Insert + F1	Help with current element