

MAGic keyboard shortcuts

The default MAGic Key is the CapsLock key on your keyboard.

Note: Some actions have more than one hot key associated. The alternative hot key is listed for laptop users. The alternative hot keys do not use the extended number pad. Also if your Num Lock is turned on, then you should use the alternative hot keys, or we suggest you turn off Num Lock.

Magnification keys

Description	Shortcut key
Launch MAGic	Alt + Control + M
Display/Hide MAGic User Interface	MAGic Key + U
Pass Through Key	MAGic Key + 3
Refresh Screen	MAGic Key + Escape
Increase Magnification	MAGic Key + NumPad Plus or Control + Equals
Decrease Magnification	MAGic Key + NumPad Minus or Control + Dash
Magnification Toggle On/Off	MAGic Key + Delete
Switch between Magnified Views	MAGic Key + NumPad Slash
Toggle Color Enhancements On/Off	MAGic Key + F12
Toggle Cursor Enhancements On/Off	MAGic Key + F8
Toggle Mouse Enhancements On/Off	MAGic Key + F4
Toggle between 1x Magnification	MAGic Key + Delete + Shift
Pan Right	MAGic Key + RightArrow
Pan Left	MAGic Key + LeftArrow
Pan Down	MAGic Key + DownArrow
Pan Up	MAGic Key + UpArrow
Increase Speed during Panning	NumPad Plus
Decrease Speed during Panning	NumPad Minus
Move to Left Edge of Screen in the Magnified Area	MAGic Key + Home
Move to Right Edge of Screen in the Magnified Area	MAGic Key + End
Move to Top of Screen	MAGic Key + PageUp
Move to Bottom of Screen	MAGic Key + PageDown

Move to Beginning of Next Line	MAGic Key + Enter
Tracking Toggle On/Off	MAGic Key + R
Reposition Mouse	MAGic Key + NumPad 5
Start Locator	MAGic Key + F10
Stop Locator and Move to Selected Area	Enter
Stop Locator without Moving the Magnified Area	Escape
Move Left	LeftArrow
Move Right	RightArrow
Move Up	UpArrow
Move Down	DownArrow
Move to End of Line	End
Move to Beginning of Line	Home
Move to Top of Screen	PageUp
Move to Bottom of Screen	PageDown
Toggle Quick View Frame On/Off	MAGic Key + Q
Set upper left corner of frame	MAGic Key + LeftBracket
Set lower right corner of frame	MAGic Key + RightBracket
Create frame around current dialog box option	MAGic Key + LeftBracket twice quickly
Open Quick View Manager	MAGic Key + 9

Speech control

Description	Shortcut key
Silence Current Speech	Control
Enable/Disable Speech	MAGic Key + F3
Language Toggle	MAGic Key + F11

Note: On multi-language systems, the primary language by default is the language of the operating system. When you choose a second language, use MAGic Key + F11 to toggle between the primary and secondary language. To set another language, do so in the Voices dialog box, activated from the Speech menu on the MAGic user interface.

Description	Shortcut Key
Read All From Location	MAGic Key + SpaceBar or Insert + DownArrow
Read Active Window (reads from the beginning of document window)	MAGic Key + SpaceBar (twice) or Insert + DownArrow (twice)
Read Title Bar	MAGic Key + T or Insert + End
Read Column from Current Position	MAGic Key + C
Read Bottom of Window	Insert + PageDown
Say Color Block	MAGic Key + Control
Say Current Word	MAGic Key + Alt or Insert + NumPad 5
Spell Current Word	MAGic Key + Alt (twice) or Insert + NumPad 5 (twice)
Say Next Word	Insert + RightArrow
Say Prior Word	Insert + LeftArrow
Say Current Line	MAGic Key + L or Insert + UpArrow
Read to Cursor	Insert + Home
Read from Cursor	Insert + PageUp
Say Current Sentence	MAGic Key + S
Say Next Sentence	MAGic Key + Shift + S
Say Current Paragraph	MAGic Key + P
Say Contents of Clipboard	MAGic Key + X

Note: When using the document and text reading commands, if you move the mouse MAGic reads from the current location of the mouse pointer. If you move the insertion point, MAGic reads from the location of the insertion point.

Description	Shortcut Key
Toggle announcement of uppercase letters on/off	MAGic Key + F2
Mouse Echo Toggle	MAGic Key + M

Note: Toggling the mouse echo rotates between speak lines, speak words, and mouse echo off.

Some actions in MAGic do not have hot keys assigned. You can define hot keys for many of these features from within the Keyboard Assignments dialog box.

Keys for Microsoft programs

MAGic has shortcut keys to help you use Microsoft Word 97 or later without relying on the mouse to access certain features.

Description	Shortcut Key
List Spelling Errors	Control + Shift + E
List Revisions	Control + Shift + V
List Grammatical Errors	Control + Shift + G
List Comments	Control + Shift + Apostrophe
Post Comment	Alt + Shift + Apostrophe
List Hyperlinks	MAGic Key + F8
List Inline Objects	Control + Shift + O
Focus to First Form Field	MAGic Key + Control + Home
Select a Field	Control + Shift + L
Select a Table	MAGic Key + Control + T
Post Footnote or Endnote	Alt + Shift + E

MAGic has shortcut keys to help you use Microsoft Excel 97 or later without relying on the mouse to access certain features. If you have enabled speech, MAGic announces the contents and coordinates of any cell you click or move to using the keyboard. If the cell contains a formula, MAGic says, "Has formula."

Description	Shortcut Key
Adjust MAGic Options	MAGic Key + O
List Cells with Comments	Control + Shift + Apostrophe
List Column	Control + Shift + C
Post Column Title	Alt + Shift + C
Post Column Total	MAGic Key + Enter
List Row	Control + Shift + R
Post Row Title	Alt + Shift + R
Post Row Total	MAGic Key + R
List Visible Cells with Data	Control + Shift + D
Select Hyperlink	Control + Shift + H
Set Monitor Cells	Alt + Control + Shift + 1 through 0
Move to Monitor Cell	Control + Shift + M
Post Monitor Cells	Alt + Shift + 1 through 0

MAGic has shortcut keys to help you use Internet Explorer 5.01 and later without relying on the mouse to access certain features.

Description	Shortcut Key
Reformat Document	MAGic Key + F5
Select a Link	MAGic Key + F7