

Steve Stewart's list of Keyboard Shortcuts (for Audacity 2.4.2)



- A = Amplify
- B = Bass and Treble
- D = Delete
- E = Zoom Out (T is Zoom in)
- F = Fade Out
- I = Fade In
- M = Convert Stereo Track into Mono
- N = Noise Reduction
- Q = Export Selected Audio (Export the entire project = the number 2, see below)
- R = Repeat Last Effect (VERY helpful when doing the same command over-and-over)
- S = Silence (aka Remove Special - Silence Audio)
- T = Zoom In
- W = PlayAtSpeed (aka Transcription Tool)
- X = Auto Duck
- Z = Find Zero Crossings (for the cleanest edits EVER!!!)
- CRTL-D = Undo (a Podcast Editor's Best Friend!)

- 1 = switch cursor to Selection Tool
- 2 = Export the entire project (I do it as .wav)
- 3 = switch cursor to Envelope Tool
- 4 = Clip Boundaries (split track)
- 5 = switch cursor to Time Shift Tool

- F2 = Export Multiple (quickly exports each track separately)
- F3 = Save Project As
- F5 = Truncate Silence

**This list was provided to you by Steve Stewart
and was last updated in October 2020.
Have suggestions for making podcast editing even faster?
I want to hear about it: Steve@SteveStewart.me**