



Keyboard Shortcuts for BTP 2.0

Menus

| | | |
|--------|-------------------|---------------------------|
| File | Alt + F or F10, F | <i>Access File Menu</i> |
| Edit | Alt + E or F10, E | <i>Access Edit Menu</i> |
| Recipe | Alt + R or F10, R | <i>Access Recipe Menu</i> |
| Window | Alt + W or F10, W | <i>Access Window Menu</i> |
| Online | Alt + O or F10, O | <i>Access Online Menu</i> |
| Help | Alt + H or F10, H | <i>Access Help Menu</i> |

If a menu window is open pressing C will close it and deselect the Menu (won't work for Recipe or Online Menus)

File

| | | |
|------------------|---|--|
| New | Ctrl + N or Alt + F, N or F10, F, O | <i>Create new recipe</i> |
| Open | Ctrl + O or Alt + F, O or F10, F, O | <i>Open existing recipe</i> |
| Open Recent | | <i>List of recent recipes</i> |
| Load Template | Ctrl + T or Alt + F then L or F10, F, L | <i>Load a previously created template</i> |
| Import | Alt + F then I or F10, F, I, [enter] | <i>Import BeerXML formatted recipes</i> |
| Close | Ctrl + W or Alt + F, C or F10, F, C | <i>Close current text window</i> |
| Save | Ctrl + S or Alt + F, S, [enter] or F10, F, S, [enter] | <i>Save current recipe</i> |
| Save As | Ctrl + Shift + S | <i>Save As</i> |
| Save In | | <i>Directory where recipe will be saved</i> |
| Save As Template | | <i>Save the open recipe as a template</i> |
| Make Default | Alt + F, M or F10, F, M | <i>Make the current recipe settings the default template</i> |
| Export | Alt + F then E or F10, F, E, [→] | <i>Export recipe to BTP 1.0, BTP 1.5, BeerXML, or Text Formats</i> |
| Scan For Recipes | Alt + F, S, S, [enter] or F10, F, S, S, [enter] | <i>Scan directories and sub directories for recipes</i> |
| Print | Ctrl + P or Alt + F, P or F10, F, P | <i>Print current recipe</i> |
| Print List | | <i>Print recipe list from highlighted directory</i> |
| Exit | Ctrl + Q or Alt + F, Q or F10, F, Q | <i>Quit BTP and close all open windows</i> |

If you use a command that can't be accessed (greyed out) the menu will close

Edit

| | | |
|-------------|-------------------------------------|---------------------------------------|
| Undo | Ctrl + Z or Alt + E, U or F10, E, U | <i>Undo last action(s)</i> |
| Cut | Ctrl + X or Alt + E, T or F10, E, T | <i>Cut selected item(s)</i> |
| Copy | Ctrl + C or Alt + E, C or F10, E, C | <i>Copy selected item(s)</i> |
| Paste | Ctrl + V or Alt + E, P or F10, E, P | <i>Paste item(s)</i> |
| Delete | [Del] or Alt + E, D or F10, E, D | <i>Delete selected items</i> |
| Select All | Ctrl + A or Alt + E, A or F10, E, A | <i>Select all items in active tab</i> |
| Preferences | Ctrl + , | <i>Open BTP settings window</i> |

Recipe

| | | |
|-----------------|---|---|
| Add | Alt + R, A or F10, R, A | <i>Add items to recipe</i> |
| Convert units | Alt + R, C or F10, R, C | <i>Convert amounts to metric, US etc</i> |
| Scale | | <i>Scale recipe amounts to required batch</i> |
| Style | Ctrl + Alt + G or Alt + R, S or F10, R, S | <i>Edit current beer style parameters</i> |
| Utilization | Ctrl + Alt + U or Alt + R, U or F10, R, U | <i>Choose the utilization type for your brewing process</i> |
| Color Model | Ctrl + Alt + C | <i>Change current color model</i> |
| Water Chemistry | Ctrl + Alt + H or Alt + R, W or F10, R, W | <i>Set / change water chemistry</i> |
| Clear Recipe | | <i>Clear current recipe (will ask to confirm unsaved changes)</i> |

Window

| | | |
|---------------|-------------------------------------|--|
| Info | Ctrl + I or Alt + W, I or F10, W, I | <i>A basic overview of the active recipe</i> |
| Calculators | Ctrl + U or Alt + W, C or F10, W, C | <i>Various conversion calculators</i> |
| Shopping List | Ctrl + U or Alt + W, S or F10, W, S | <i>Create a shopping list</i> |

Online

| | | |
|-----------------|-------------------------------------|--|
| Login | Ctrl + L or Alt + O, L or F10, O, L | <i>Login to BeerTools.com</i> |
| Connections | Alt + O, C or F10, O, C | <i>Various conversion calculators</i> |
| Account Profile | Alt + O, A or F10, O, A | <i>Edit your account profile at BeerTools.com</i> |
| Forgot Username | | <i>Get username emailed to you</i> |
| Forgot Password | | <i>Get password reset</i> |
| New Account | Alt + O, N or F10, O, N | <i>Open a new account with BTP (not a forum account)</i> |
| BeerTools.com | Ctrl + B or Alt + W, B or F10, W, B | <i>Go to BeerTools.com website (opens in a new tab)</i> |
| Membership | Alt + O, M or F10, O, M | <i>Upgrade or renew Gold membership</i> |
| Forum | Alt + O, F or F10, O, F | <i>Go to The Hop Vine Forum at BeerTools.com</i> |
| Check Updates | Alt + O, U or F10, O, U | <i>Check for any updates to BeerTools Pro</i> |

Help

| | | |
|---------------------|-------------------------|---|
| BeerTools Pro Help | Alt + H, H or F10, H, H | <i>A basic overview of the active recipe</i> |
| About BeerTools Pro | Alt + H, A or F10, H, A | <i>Current BeerTools Pro Licence and user details</i> |
| Enter License Key | Alt + H, L or F10, H, L | <i>Enter Licence Key for Beertools Pro</i> |

The Notes Tab

| | | |
|----------------|--|--|
| Bullet Point | Ctrl + Shift + L | <i>Add a bullet point in front of the current paragraph</i> |
| Selecting text | Ctrl + A | <i>Select all text</i> |
| | Shift + [End] | <i>Select all text from cursor to end of the current line</i> |
| | Shift + [Home] | <i>Select all text from cursor to beginning of the current line</i> |
| | Ctrl + Shift + [End] | <i>Select all text from cursor to end of the page</i> |
| | Ctrl + Shift + [Home] | <i>Select all text from cursor to beginning of the page</i> |
| | Ctrl + [Del] | <i>Delete word to right of cursor (cursor must not be on a word)</i> |
| | Ctrl + Shift + [Del] or Ctrl + [Backspace] | <i>Delete word to left of cursor (cursor must not be on a word)</i> |