JMP® 14 Quick Reference

Windows and Macintosh Keyboard Shortcuts

Data Table Actions

Command	Shortcut	
	Windows	**Macintosh**
Select the left or right cell. If a blinking cursor is inserted in a cell, move one character left or right through the cell contents.	→ and ← (arrow keys)	→ and ← (arrow keys)
Select the cell above or below.	↑ and ↓ (arrow keys)	↑ and ↓ (arrow keys)
Select multiple adjacent cells in a row.	SHIFT + → and SHIFT + ←	SHIFT + → and SHIFT + ←
Select multiple adjacent cells in a column.	SHIFT + ↑ and SHIFT + ↓ (arrow keys)	SHIFT + ↑ and SHIFT + ↓ (arrow keys)
If a blinking cursor is inserted in a cell, highlight multiple characters to the right or left of the cursor.	SHIFT + → and SHIFT + ← (arrow keys)	SHIFT + → and SHIFT + ← (arrow keys)
If cell contents are selected, select the contents of the right or left cell.	ENTER on the numeric keypad or TAB selects the contents of the cell on the right. SHIFT + TAB selects the contents of the cell on the left.	ENTER on the numeric keypad or TAB selects the contents of the cell on the right. SHIFT + TAB selects the contents of the cell on the left.
If cell contents are selected, select the contents of cell above or below.	ENTER selects the contents of the cell below. SHIFT + ENTER selects the contents of the cell above.	RETURN on the keyboard selects the contents of the cell below. ↑ arrow key selects the contents of the cell above.
Scroll up or down when all cells in a table are not displayed.	PAGE UP and PAGE DOWN keys	PAGE UP and PAGE DOWN keys
Locate and flash previously selected row.	F6	⌘ + {
Locate and flash next selected row.	F7	⌘ + }
Scroll to a column.	Double-click the column name in the column panel.	Double-click the column name in the column panel.
Access high-level menus.	Hold down the ALT key and press the underlined letter in the menu item that you want to select.	not available
Hide and exclude a row.	SHIFT + CTRL + E	not available

Searching, Finding, and Replacing

Command	Shortcut	
	Windows	**Macintosh**
Find.	CTRL + F	⌘ + F
Find Next.	F3	⌘ + G
Find Next (Selected).	CTRL + F3	not available
Find Previous (Selected) in a script.	CTRL + SHIFT + F3	SHIFT + ⌘ + G
Replace.	CTRL + H	not available
Replace and Find Next.	CTRL + I	⌘ + L
Use Selection for Find.	not available	⌘ + E

Working with Files

Command	Shortcut	
	Windows	**Macintosh**
New Data Table.	CTRL + N	⌘ + N
New Script Window.	CTRL + T	SHIFT + ⌘ + N
New Journal.	CTRL + SHIFT + J	⌘ + OPTION + N
New Database Query.	CTRL + SHIFT + D	not available
New Project.	CTRL + SHIFT + P	not available
New Application	CTRL + SHIFT + A	not available
Open File.	CTRL + O	⌘ + O
Quick Open.	ALT + SHIFT + O	not available
Save File.	CTRL + S	⌘ + S
Save As.	ALT + F then A	SHIFT + ⌘ + S
Close Multiple Windows.	not available	⌘ + OPTION + W
Exit JMP.	CTRL + Q	⌘ + Q
Print.	CTRL + P	⌘ + P

Working with Files *(Continued)*

Command	Shortcut	
JMP Help.	F1	SHIFT + ⌘ + ?
JMP Preferences.	CTRL + K	⌘ + ,

Window Commands

Command	Shortcut	
	Windows	**Macintosh**
Close Active Window.	CTRL + W	⌘ + W
Show JMP Home Window.	CTRL + 1	⌘ + 2
Show JMP Starter (also hides on Windows).	CTRL + 0 (zero)	⌘ + 0 (zero)
Show Log Window (also hides on Windows).	CTRL + SHIFT + L	⌘ + 1
Move Window to Back.	CTRL + B	not available
Redraw Journal or Report Window.	CTRL + D	⌘ + D
Reveal All Open Windows.	F9	not available
View Associated Data (available in report window).	CTRL + ALT + D	not available
Minimize All.	CTRL + SHIFT + M	not available
Bring All Forward.	CTRL + SHIFT + F	not available
Increase Font Sizes.	CTRL + SHIFT + Plus	⌘ + Plus
Decrease Font Sizes.	CTRL + SHIFT + Minus	⌘ + Minus
Resize Window.	Click the bottom right border and drag the window.	Click the bottom right border and drag the window.

Editing Files

Command	Shortcut	
	Windows	**Macintosh**
Cut.	CTRL + X	⌘ + X

Editing Files *(Continued)*

Command	Shortcut	
Paste.	CTRL + V	⌘ + V
Copy.	CTRL + C	⌘ + C
Copy as Text.	not available	SHIFT + ⌘ + C
Copy with Column Names.	CTRL + SHIFT + C	ALT + ⌘ + C
Paste with Column Names.	CTRL + SHIFT + V	ALT + ⌘ + V
Undo.	CTRL + Z	⌘ + Z
Redo.	CTRL + Y	SHIFT + ⌘ + Z
Select All.	CTRL + A	⌘ + A
Select Where.	CTRL + SHIFT + W	not available
Exclude/Unexclude.	CTRL + E	not available
Journal the Report.	CTRL + J	⌘ + J
Clear all highlights from the data table.	ESC	ESC
Select multiple options.	Hold down the ALT key, right-click a gray disclosure icon or red triangle icon, and then select options.	Hold down the CTRL and OPTION keys, click a gray disclosure icon or red triangle icon, and then select options.

Common Clicks

Command	Shortcut	
	Windows	**Macintosh**
Change the number of displayed decimal places.	Double-click a numeric column, select Fixed Dec from the Format list, and enter the number of decimal places in the Dec field.	Double-click a numeric column, select Fixed Dec from the Format list, and enter the number of decimal places in the Dec field.
Turn numeric report output into a data table.	Right-click in the report and select Make into Data Table.	Right-click in the report and select Make into Data Table.
Display Row Legend in most graphics.	Right-click in the graphic and select Row Legend.	Hold down the CTRL key, click in the graphic, and then select Row Legend.
Select multiple category values (levels) in a Row Legend.	Hold down the SHIFT key and click each category.	Hold down the ⌘ key and click each category.
Deselect category values (levels) in a Row Legend.	Hold down the CTRL key and click each category.	Hold down the ⌘ key and click each category.
Select points in rectangular regions.	Click and drag the arrow tool in a plot. Extend selection by holding down the SHIFT key.	Click and drag the arrow tool in a plot. Extend selection by holding down the SHIFT key.

Common Clicks *(Continued)*

Command	Shortcut	
In certain reports, apply a command to all similar reports in that window.	Hold down the CTRL key, click the red triangle icon, and then select the command.	Hold down the ⌘ key, click the red triangle icon, and then select the command.
Change axis specifications in most graphs.	Double-click or hold down the ALT key and click the axis to open the Axis Specification window.	Double-click or hold down the OPTION key and click the axis to open the Axis Specification window.
Resize all similar graphs in a report.	Hold down the CTRL key and resize one graph.	Hold down the ⌘ key and resize one graph.
Select multiple bars in a Distribution graph.	Hold down the SHIFT or CTRL key and click the bars.	Hold down the SHIFT or ⌘ key and click the bars.
Deselect multiple bars in a Distribution graph.	Hold down the CTRL key and click the bars.	Hold down the ⌘ key and click the bars.
Create a subset of the data table from a histogram.	Double-click a single bar, or hold down the SHIFT key and double-click for multiple bars. Or select bar(s), right-click, and then select Subset.	Double-click a single bar, or hold down the SHIFT key and double-click for multiple bars.
Select or deselect non-adjacent bars in a Pareto plot.	Hold down the CTRL key and click the bars.	Hold down the ⌘ key and click the bars.
Select a range of adjacent bars in a Pareto plot.	Hold down the SHIFT key and click the outer bars of the range.	Hold down the SHIFT key and click the outer bars of the range.
Create a subset of the data table from a Pareto plot.	For a single bar, double-click the bar. For non-adjacent bars, hold down the CTRL key, click the non-adjacent bars, and then double-click one bar. For adjacent bars, hold down the SHIFT key and double-click the right-most bar.	For a single bar, double-click the bar. For non-adjacent bars, hold down the ⌘ key, click the non-adjacent bars, and then double-click one bar. For adjacent bars, hold down the SHIFT key and double-click the right-most bar.
Select or deselect a range of adjacent rows or columns.	Hold down the SHIFT key and click the first and last row or column in the range.	Hold down the SHIFT key and click the first and last row or column in the range.
Select or deselect non-adjacent rows or columns.	Hold down the CTRL key and click each row or column.	Hold down the ⌘ key and click each row or column.
Deselect rows and columns.	Click the top triangular region in the upper left corner of the data grid to deselect columns. Click the bottom triangular region to deselect rows.	Click the top triangular region in the upper left corner of the data grid to deselect columns, click the bottom triangular region to deselect rows.
Repeat values or a sequence of values in a column.	Right-click on selected cells. Select Fill and the appropriate command.	Hold down the CTRL key and click on selected cells. Select Fill and the appropriate command.

Special Functions

Command	Shortcut	
	Windows	**Macintosh**
Change the scale of a slider in the Contour Profiler.	Right-click the slider.	Hold down the CTRL key and click the slider.
Select multiple report options.	Hold down the ALT key and right-click a disclosure icon.	Hold down the CTRL key and OPTION keys and click a disclosure icon.
Select multiple analysis options.	Hold down the ALT key and click a red triangle icon.	Hold down the OPTION key and click a red triangle icon.
Specify or lock a factor value in the Prediction Profiler.	Hold down the ALT key and click inside one of a factor's panes.	Hold down the OPTION key and click inside one of a factor's panes.
Transpose the factors in a two-factor interaction LSMeans plot.	Hold down the SHIFT key and select the LS Means Plot command.	Hold down the SHIFT key and select the LS Means Plot command.
Specify the alpha level when saving mean or individual confidence intervals.	Hold down the SHIFT key, click the red triangle icon, and then select the command.	Hold down the SHIFT key, click the red triangle icon, and then select the command.
Specify theta (for exponential), beta (for Weibull), or sigma (for lognormal) parameters for WeiBayes analysis.	Hold down the SHIFT key and select Exponential, Weibull, or Lognormal Fit from the Product-Limit Survival Fit red triangle menu.	Hold down the SHIFT key and select Exponential, Weibull, or Lognormal Fit from the Product-Limit Survival Fit red triangle menu.

Script Editor

Command	Shortcut	
	Windows	**Macintosh**
Run Script (submit to JSL parser).	CTRL + R	⌘ + R
Debug Script.	CTRL + SHIFT + R	not available
Reformat Script.	CTRL + M	⌘ + M
Shift Left.	not available	⌘ + [
Shift Right.	not available	⌘ +]
Submit to SAS.	F8	SHIFT + ⌘ + R
Balance.	CTRL +]	⌘ + B
Indent selection right or left.	TAB and SHIFT + TAB	⌘ +] and ⌘ + [
Display list of valid commands.	CTRL + SPACEBAR or CTRL + ENTER	OPTION + ESC
Run current line.	Enter on numeric keypad.	Enter on numeric keypad.

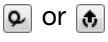
Script Editor *(Continued)*

Command	Shortcut	
Select a non-rectangular block of text.	Click and drag the cursor.	Click and drag the cursor.
Select a rectangular block of text.	Hold down the Alt key and drag the cursor over the text.	Hold down the Option key and drag the cursor over the text.
Select multiple rectangular blocks of text.	Hold down the Ctrl key and drag the cursor over a non-rectangular block of text. Move the cursor to a new location and repeat. Copying, cutting and then dragging the cursor collects the text in the order in which each block was selected.	Hold down the ⌘ key and drag the cursor over a non-rectangular block of text. Move the cursor to a new location and repeat. Copying, cutting and then dragging the cursor collects the text in the order in which each block was selected.
Check that parentheses, braces, and brackets (or "fences") are matched in a script.	Place the cursor to the left of the opening fence or to the right of the closing fence.	Place the cursor to the left of the opening fence or to the right of the closing fence.

Projects

Command	Shortcut	
	Windows	**Macintosh**
Save the project.	CTRL + SHIFT + S	COMMAND + OPTION + S
Close the currently selected tab.	CTRL + W	COMMAND + W
Save the project with a different name.	not available	COMMAND + SHIFT + OPTION + S

Formula Editor

Command	On-Screen Appearance	Shortcut	
		Windows	**Macintosh**
Enter arithmetic expressions.		+, -, *, /	+, -, *, /
Insert new argument or repeat operation.		, (comma)	, (comma)
Delete expression		DELETE or BACKSPACE	DELETE
Enter an exponent.		^ (SHIFT + 6)	^ (SHIFT + 6)
Edit the parameter in the Parameters list.		ALT + SHIFT + Click	ALT + SHIFT + Click
Insert a new argument before the selected field.		ALT +	ALT +

Formula Editor *(Continued)*

Command	On-Screen Appearance	Shortcut	
Subscript.		[	[
Insert a set of parentheses.		(	(
Unary sign change.		SHIFT + Minus Sign (-)	SHIFT + Minus Sign (-)
And, Or, Not.		&, |, !	&, |, !
Less than, greater than, or equal to.		<, >, =	<, >, =
Build Match function conditionals.		Select a column from Table Columns list. Hold down the SHIFT key and select Match from Conditional formula list.	Select a column from Table Columns list. Hold down the SHIFT key and select Match from Conditional formula list.

JMP Tools

Tool		Shortcut		Description
Windows	Label	Macintosh		
	Arrow		A	The default tool. • Lets you select points in plots and analysis options. Drag the cursor to select multiple points. • Rotates 3D plots.
	Help		?	Opens context-sensitive help when you click in any part of a display or report.
	Selection		S	Selects rows or regions of rows when you click and drag. Selects portions of graphical output or analysis results.
	Scroller		R	Scrolls a window in any direction with more precision than when using scroll bars. The scroller is active only in report and journal windows. Hold down the SHIFT key and select the scroller to retain it for multiple clicks.
	Grabber		H	• Rescales an axis when you click and drag the axis. • Rescales both axes when you click and drag in the middle of a report. • In a histogram, adjusts histogram bars when you click and drag the bars. • In any report table, rearranges columns. • Rotates 3D plots.
	Brush		B	Selects points when you brush over them. Hold down the SHIFT or CTRL key and drag to select several groups of points. To change the size of the selection rectangle and select more points, hold down the ALT key and click and drag (Windows); hold down the OPTION key and click and drag (Macintosh).

JMP Tools *(Continued)*

Tool		Shortcut	Description
	Lasso		L	In many reports, selects an irregular area of points. You can also select one area of points, hold down the SHIFT or CTRL key, and then select another area. This keeps both areas of points selected at once.
	Magnifier		Z	Zooms into many reports when you click them. • To zoom in farther on data points in a Scatterplot 3D, click and drag instead of only clicking. • To restore a graph to its original dimensions, double-click the graph.
	Crosshairs		C	In many reports, displays a moveable set of axes to locate points and estimate distances on plots.
	Annotate		T	Adds editable text notes to JMP reports and journals.
	Line, Polygon, and Simple Shape		not available	Draws lines, polygons, and shapes on JMP reports and journals. Right-click a line (Windows), or hold down the CTRL key and click (Macintosh) for a menu of options to customize.

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