

# Sharepoint Portal Server 2003 Keyboard Shortcuts

## General web page

<b>ALT+S</b>	Move between search elements on the page, in the following order:
<b>ALT+W</b>	Move between Web Parts
<b>ALT+I</b>	Modify My Page or Modify Shared Page in My Site and in certain views of other Web Part Pages
<b>ALT+N</b>	Add new link to the My Links Summary Web Part in My Site

## Site Settings

<b>ALT+U</b>	Manage users
<b>ALT+S</b>	Manage security and additional settings
<b>ALT+B</b>	Manage alerts settings
<b>ALT+P</b>	Change portal site properties and SharePoint site creation settings
<b>ALT+M</b>	Manage portal site structure
<b>ALT+G</b>	Manage top-level lists and document libraries
<b>ALT+C</b>	Use Topic Assistant
<b>ALT+I</b>	Manage targeted links on My Site
<b>ALT+J</b>	Import SharePoint Portal Server 2001 data
<b>ALT+W</b>	Change document library settings
<b>ALT+Z</b>	Delete the document library associated with this portal site
<b>ALT+X</b>	Configure search and indexing
<b>ALT+N</b>	Manage search scopes
<b>ALT+A</b>	Use search scope from another portal site
<b>ALT+Q</b>	Manage keywords
<b>ALT+K</b>	Manage profile database
<b>ALT+D</b>	Manage audiences
<b>ALT+R</b>	Go to SharePoint Portal Server Central Administration

## Sharepoint Central Administration

<b>ALT+I</b>	Select some of the server configuration links in the following order:
<b>ALT+N</b>	Create a portal site
<b>ALT+L</b>	List and manage portal sites
<b>ALT+C</b>	Select the following links in the Portal Site and Virtual Server Configuration section:
<b>ALT+G</b>	Select the following links, most of which are security configuration links:
<b>ALT+S</b>	Select some of the component configuration links in the following order:
<b>ALT+D</b>	Configure document libraries (Web Storage System-based)
<b>ALT+R</b>	Configure diagnostic settings

## Configure Server Topology page

<b>ALT+C</b>	Configuration database server
<b>ALT+N</b>	Content database server
<b>ALT+M</b>	Component settings database server
<b>ALT+O</b>	Single sign-on credentials
<b>ALT+R</b>	Remove Server

## Manage Web Site Users page

<b>ALT+W</b>	View Users
<b>ALT+U</b>	Update (New User)
<b>ALT+I</b>	View
<b>ALT+P</b>	Update (Enter Site User)