



The Data Literacy Company

Tuva Data Tools Shortcut Keys

Common Actions	Mac	Windows & Chromebook
Reset Plot	command+r	ctrl+r
Undo Action	command+z	ctrl+z
Redo Action	command+y	ctrl+y
Exclude Selected Case	command+e	ctrl+e
Keep Only Selected Cases	command+k	ctrl+k
Reset All Filters	command+a	ctrl+a
Download Screenshot	command+s	ctrl+s
Keyboard Shortcuts	command+/ 	ctrl+/
Graph Actions	Mac	Windows & Chromebook
Create Dot Plot	d	d
Create Line Graph	l+g	l+g
Create Line Graph by Category	l+c	l+c
Create Pie Graph	p	p
Create Bar Chart of Frequencies	b+f	b+f
Create Bar Chart of Values	b+v	b+v
Create Bar Chart of Sums	b+s	b+s
Create Bar Chart of Means	b+m	b+m
Create Stretched Bar Chart	b+t	b+t
Create Histogram	h	h
Create Box Plot	x+p	x+p
Create Box Plot with Outliers	x+o	x+o
Create Box and Dot Plot	x+d	x+d
Create Geographic Map	m	m



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Data Analysis Actions	Mac	Windows & Chromebook
Toggle Mean	command+ctrl+m	ctrl+shift+m
Toggle Median	command+ctrl+e	ctrl+shift+e
Toggle Mode	command+ctrl+o	ctrl+shift+o
Toggle Standard Deviation	command+ctrl+s	ctrl+shift+s
Toggle Variance	command+ctrl+v	ctrl+shift+v
Toggle Interquartile Range	command+ctrl+i	ctrl+shift+i
Toggle Labels	command+ctrl+l	ctrl+shift+l
Sample Data	option+d	alt+d
Model Functions	option+f	alt+f
Add New Attribute	option+a	alt+a
Navigation	Mac	Windows & Chromebook
Open or Close Table View	option+t	alt+t
Open or Close Summary View	option+s	alt+s
Focus Toolbar Menu	shift+m	shift+m
Focus Case Card	shift+c	shift+c
Focus Plot Area	shift+p	shift+p
Focus Plot Title	shift+t	shift+t
Focus X Axis	shift+x	shift+x
Focus Y Axis	shift+y	shift+y
Focus on Legend	shift+l	shift+l
Focus Annotate Menu	ctrl+option+a	ctrl+alt+a
Focus Count and Percent Menu	ctrl+option+n	ctrl+alt+n
Focus Help Menu	ctrl+option+h	ctrl+alt+h
Focus Filter Data Menu	ctrl+option+f	ctrl+alt+f
Focus Model Data Menu	ctrl+option+m	ctrl+alt+m



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Focus Reference Lines and Dividers Menu	ctrl+option+l	ctrl+alt+l
Focus Statistical Measures Menu	ctrl+option+s	ctrl+alt+s

Accessibility & Settings	Mac	Windows & Chromebook
Open Accessibility Card	option+z	alt+z
Toggle Attribute Keyboard Support	command+ctrl+k	ctrl+shift+k
Speak Dataset Description	shift+d	shift+d
Speak Plot Area Summary	shift+s	shift+s
Open Settings Card	option+e	alt+e