

Application

What it sounds like	→	B
Post Comment (From comment field)	→	←
Quick Add	→	Q
Enter Focus Mode	→	X
Collapse the right pane		ESC
Show Keyboard Shortcuts	⌘	/

Selection

Select Range	↑	↑
Change Selection		↑

Navigation

Search for a project, tag, person, or task	→	/
Focus Subtasks	→	S
Add a tag to the task	→	T
Add Follower	→	F
Set Due Date	→	D
Assign Selected Task	→	A
Comment on Selected Task	→	C
Collapse Sidebar	→	O
Navigate to Inbox	→	I
Navigate to My Tasks	→	Z

Task Actions

Add to a project	→	P	
Create a Section	→	N	
Access Home	→	H	
Assign to Me	→	M	
Paste Tasks (One per line)	⌘	V	
Copy Selected Tasks	⌘	C	
Jump Up/Down to the next Section	↑	⌘	↑
Move Up/Down	⌘	↑	
Complete Selected Task(s)	⌘	←	
Delete current task (when task name is empty)		⌘	
Delete Selected Task(s)	→	⌘	
New Task		↵	

Inbox

Move to Inbox	U
Archive	I
Follow or Unfollow	F
Jump to Archive tab	S
Jump to Inbox tab	H
Move Up/Down	K

My Tasks

Mark as Later in your My Tasks	→	L
Mark as Upcoming in your My Tasks	→	U
Mark as Today in your My Tasks	→	Y

Pie Menu for Asana

Work faster with a customized radial menu for Asana. Add whatever shortcut you want!

[Download at www.pie-menu.com](http://www.pie-menu.com)

