Gmail Navigation

Back to threadlist (or refresh threadlist)	u
Newer / older conversation	k / j
Open conversation ; collapse/-expand	o or Enter
Read previous / next message	p / n
Go to next inbox section	`
Go to previous inbox section	~

Gmail Jumping

Open Inbox	g then i
Open Starred conversations	g then s
Open Sent messages	g then t
Open Drafts	g then d
Open All messages	g then a
Open Contacts	g then c
Go to Buzz	g then b
Go to label	g then l
Go to Tasks	g then k

Gmail Threadlist selection

select all conversations	* then a
deselect all conversations	* then n
select read conversations	* then r
select unread conversations	* then u
select starred conversations	* then s
select unstarred conversations	* then t

Gmail Tips and tricks

Press u to refresh the threadlist

For multi selection, select a conversation then shift+click another one to select all the conversations in between

Add EOM (end of message) in the subject to avoid the no-text-in-body warning

Gmail Application

compose	c
compose with cc added	d
compose with cc and bcc added	b
search	/
focus chat contact search	q
open shortcut help	?

Gmail Search syntax

From	from:[arg]
To	to:[arg]
Label	label:[arg]
Subject	subject:[arg]
Doesn't contain	-[arg]
Has attachment	has:attachment
Attachment filename	filename:[filename]
Before (date)	before:2011/11/20
After (date)	after:2011/11/20
OR operator	from:annie OR from:david
Mailing lists	list:[arg]
Group words	subject:(word1 word2)
Search in all boxes (except spam & trash)	in:anywhere
Search in a specific box	in:trash in:inbox in:spam
Search specific messages	is:starred is:read is:unread
Search in chats	is:chat
Search for copy recipients	cc:[arg] bcc:[arg]

[arg] can be a word, or an email adress
[filename] can be a filename or a part of a filename

Gmail Actions

move focus to toolbar	,
select conversation	x
rotate superstar	s
remove label	y
archive	e
ignore conversation	m
report as spam	!
open move-to menu	v
move to trash	#
reply	r
reply in a new window	Shift+r
reply all	a
reply all in a new window	Shift+a
forward	f
forward in a new window	Shift+f
update conversation	Shift+n
send mail	Tab then Enter
focus last chat mole	Esc
remove and go previous / next	] / [
archive and go previous / next	} / {
undo last action	z
open more actions menu	.
open labels menu	l
mark as read	Shift+i
mark as unread	Shift+u
mark unread from the selected message	_
save draft	Ctrl+s
mark as important	+ or =
mark as not important	-
like / unlike buzz	Shift+l
sneak peek	h
make a phone call	g then p
launch Old Snakey	&
add conversation to tasks	Shift+t