

OS X Keyboard Shortcuts

Screen Capture to disk:

⌘ ↑ 3 Screen to jpeg file on desktop
⌘ ↑ 4 + Drag: Selection to jpeg file on desktop
⌘ ↑ 4 + Spacebar: Window (click camera) to jpeg file

Screen Capture to clipboard:

⌘ ↑ 3 + Ctrl: Screen to clipboard
⌘ ↑ 4 + Drag + Ctrl: Selection to clipboard
⌘ ↑ 4 + Spacebar + Ctrl Window (Camera effect)

Dock /Switch Applications

⌘ ⇧ D Show/Hide Dock
⌘ Tab Switch applications
⌘ ` Switch between document Windows in current application
⇧ Dock Switch application, hide previous one
⌘ Dock Switch application, hide all others
Ctrl ⇧ ⌘ * Toggle Monochrome Hi Visibility
⌘ +drag will prevent dock icons from moving out of the way
 (useful when dragging items to the trash)

Apple Finder

⇧ + Drag Explicit COPY (will copy even if destination is on same volume)
⌘ + Drag Explicit MOVE (will move even if destination is on different volume)
⌘ ⇧ + Drag Make alias in new location
⌘ D Duplicate
⌘ L Make Alias
⌘ R Show original
⌘ O Open item
⌘ ↓ Open item
⌘ S Save
⌘ ↑ S Save as
⌘ N New Finder window
⌘ ↑ N New Folder
⌘ Q Close Application
⌘ W Close Window
⌘ ⇧ W Close all Windows
⌘ I Get Info
⌘ ⇧ I Super Get Info (change whatever you click on)
⌘ P Print
⌘ T Add to Favorites
⌘ Delete Move to Trash
⌘ E Eject
⌘ F Find
⌘ ~ Cycle finder windows (including desktop)
Tab Highlight next item
⌘ + double-click folder icon will open in new window
⌘ + ↑ Move up one directory
⌘ + [go back
⌘ +] go forward
⌘ ↑ A Open Applications Folder
⌘ ↑ U Open Applications/Utilities/ Folder

⌘ ↑ H Open Home Folder
⌘ ↑ K Go to network
⌘ K Connect to server
⌘ ↑ G Go to folder... (type full path)
⌘ ↑ ⌘ Empty Trash (Finder Menu)
⌘ ↑ ~ ⌘ Empty Trash without dialog

Finder-Hide App:

⌘ H Hide Finder
⌘ ~ H Hide Others

Hide all other apps*:

~ ⌘ + click on dock icon
~ ⌘ + click inside app window

Hide all other apps that are in front*:

~ + click dock icon (of running app)
~ + click inside app window

*Some older (pre-intel) apps may struggle with these

Terminal

⌘ left/right arrow Switch windows
⌘ 1 Switch to 1st terminal window
⌘ 2, ⌘ 3... Switch to 2nd, 3rd window

Editing Text (email, TextEdit etc)

~ ← Move one word left
~ → Move one word right
⌘ ← Beginning of line
⌘ → End of line
⌘ Scroll one page up (cursor retains position)
⌘ Scroll one page down (cursor retains position)
~ ⌘ Move one page up (reposition cursor)
~ ⌘ Move one page down
⌘ ↑ or ⌘ Scroll to beginning of document
⌘ ↓ or ⌘ Scroll to end of document

Add shift key ↑ to the above to also SELECT the text.

~ ⌘ Delete word
~ Del Delete next word

~ Scrollbar Jump to exact scrollbar location
~ Scrollbar arrows Scroll page at a time (page up/down)
~ Volume up/down Open Sound preferences
~ Brightness up/down Open Display preferences

Shutdown/Logoff:

POWER Sleep now
POWER Hold for 10 seconds (force shut down)
Ctrl Eject Restart, Sleep, Shutdown dialog box
⌘ Ctrl Eject Quit all applications and restart
⌘ ~+ctrl+eject Graceful Shutdown
⌘ ~ Eject Sleep now
⌘ ~ + Esc Force Quit
⌘ + .(period) Stop a process

⌘ Ctrl+power Immediate restart (dangerous, only if system is frozen)

Log out:

⌘ ↑ Q Log out (Apple Menu)
⌘ ↑ ~ Q Log out immediately (Apple Menu)

During Startup:

Shift **Safe Boot** mode - Press shift asap AFTER the startup chime
⌘ V Start up in Verbose mode.
⌘ S Start up in Single-User mode (command line)
X Force OS X startup
⌘ ~ ↑ ⌫ Bypass primary startup volume (will seek DVD or external disk)
C Start up from a CD that has a system folder
D Start up from first partition
N Attempt to start up from a network server(NetBoot)
R Force PowerBook screen reset
T Start up in FireWire Target Disk mode
⌘ ~ P R PRAM Reset - Hold down Cmd-Option-R with your left hand,
then press POWER to start up and immediately press P with your right hand.
See [KB 2238](#) At the prompt you can type: reset-nvram and/or reset-all
⌘ ~ O F Open Firmware
⌘ E Eject CD (press during/after startup chime)
mouse Eject CD (hold mouse button down during startup)

⌘ is the Command or Apple key

~ is the Option or Alt key

↑ is the Shift key

⌫ is the Backspace key

System Preferences > Keyboard & Mouse

To change any keyboard shortcuts (including per-application settings) : open Keyboard Shortcuts and press [+]
To reset to defaults, open Keyboard Shortcuts and press [Restore Defaults]

To enable keyboard control in dialog boxes: Keyboard > Full Keyboard Access=All Controls
Full keyboard access will allow you to use Tab,Shift-Tab,Enter, Esc and the Space bar to navigate a dialogue box.

Emacs style shortcuts

Ctrl+H: Backspace delete (right-to-left)
Ctrl+D: Forward delete (left-to-right)
Ctrl+K: Kill / delete text between cursor and the end of the line
Ctrl+U: Delete current line
Ctrl+T: Transpose two characters (typo)

Ctrl+A: Beginning of line (Home)
Ctrl+E: End of line (End)
Ctrl+B: Back (left) one character
Ctrl+F: Forward (right) one character
Ctrl+N: Next line down
Ctrl+P: Previous line up
Ctrl+V: Page down

'Command + Tab' cycles through Applications,

'Command + ~ (tilde)' cycles through an individual Applications windows"