

# Mac OS X Shortcuts



## Basic Commands

	+	<b>P</b>	=	Print
		<b>Q</b>	=	Quit
<b>X</b>	=	<b>W</b>	=	Close Window
<b>Z</b>	=	<b>C</b>	=	Copy
<b>A</b>	=	<b>S</b>	=	Save
<b>H</b>	=	<b>V</b>	=	Paste
<b>F</b>	=	<b>O</b>	=	Open Window
<b>G</b>	=	<b>E</b>	=	Eject
<b>M</b>	=	<b>N</b>	=	New
<b>-</b>	=	<b>+</b>	=	Zoom In / Out

## Screen Shots



- 3** take full screen picture
- 4** take selected screenshot
- 4** + spacebar take screenshot of selected window

## Force Quit



- (**^** + **⏻** = Restart Sleep Shut Down)
- OR -
- Hold **⌥** while in dock menu to change the quit to force quit

**Finder :** + + **C** = Computer    **H** = Home    **I** = iDisk  
**A** = Application    **F** = Favorite    **G** = Go to folder

## Application Switcher

- + While in the App Switcher continue to hold and
- + scroll right
- + **Q** quit selected program
- + **H** hide selected program

## Dock Shortcuts

- + + App's icon in Dock hide all other applications except the one you are clicking on
- + Drag Dock divider Move Dock to left, bottom, right of screen
- + + **D** Show / Hide Dock



Command

Shift

Option

Control

Return

Delete

Escape

Eject

Cap Lock

Tab