

Mac Keyboard Shortcuts

Copy = COMMAND + C

Paste = COMMAND + V

Cut = COMMAND + X

Print = COMMAND + P

Quit a program = COMMAND + Q

Save = COMMAND + S

Zoom Out = COMMAND + SHIFT + < OR COMMAND -

Zoom In = COMMAND + SHIFT + > OR COMMAND +

Undo = COMMAND + Z

Redo = COMMAND + SHIFT + Z

Force Quit = COMMAND + Option + Esc

Whole Screen Capture = COMMAND + SHIFT + 3

Selected Area Screen Capture = COMMAND + SHIFT + 4

Window Screen Capture = COMMAND + SHIFT + 4 + SPACEBAR

Open Spotlight Search = COMMAND + SPACEBAR

Open Spotlight Window = COMMAND + OPTION + SPACEBAR

Shows Open Applications = COMMAND + TAB

Select All = COMMAND + A

Dictionary = COMMAND + CONTROL + D

Escape = Generates list of words if you can't remember how to spell a word
(put cursor in the word)

CHARACTERS = Hold down a key to get different letter options (foreign languages-accents)

COMMAND = ⌘

SHIFT = ⇧

CONTROL = ⌥

OPTION = ⌘

ESCAPE = ⌫

RETURN = ↵

DELETE = ⌫

LEFT ALIGNMENT= COMMAND + SHIFT + {

CENTER ALIGNMENT= COMMAND + SHIFT + |

RIGHT ALIGNMENT= COMMAND + SHIFT + }

JUSTIFIED ALIGNMENT= COMMAND + SHIFT + OPTION + |