

Mac OS X Shortcuts

force quit _____	command+option+esc
sleep now _____	command+option+eject
log out _____	command+shift-Q
log out without confirmation _____	command+shift-option+Q
restart _____	command+control+eject
shut down _____	command+option+control+eject
cycle between open applications _____	command+tab
after having pressed command-tab, it will cycle between open applications in reverse	command+`
cycle between open applications in reverse direction _____	command-shift-tab
cycle between open windows in the selected application _____	command-`
cycle between open windows in the selected application in reverse direction _____	command-shift-`
cycle between open windows in all applications _____	control-F4
cycle between open windows in all applications in reverse direction _____	control-shift-F4
Exposé for all windows (Panther and newer) _____	F9
Exposé for all windows in selected application _____	F10
Exposé to reveal desktop _____	F11
Dashboard (Tiger only) _____	F12
activate keyboard control of the menu bar _____	control-F2
activate keyboard control of the Dock _____	control-F3
activate keyboard control of the Menu Extras (right side of menu bar) _____	control-F8
activate Spotlight (Tiger) or switch between keyboard layouts (pre-Tiger systems) _____	command-space
decrease the screen contrast _____	command-option-control-,
increase the screen contrast _____	command-option-control-.
turn screen zooming on or off _____	command-option-8
zoom in (if screen zooming is on) _____	command-option-=
zoom out _____	command-option--
invert the screen colors _____	command-option-control-8
delete file _____	command-delete
when dragging file onto folder it will spring open without the usual delay _____	spacebar

	option
	control
	shift
	caps lock
	command
	clear
	delete
	del
	return
	enter
	home
	end
	page up
	page down
	tab

Symbols seen on Mac menus and non-US Apple keyboards, with their common names

When using control-F# shortcuts on newer laptops that share the function keys with brightness, volume, etc. you must also press the function key (fn) in the lower right corner of your keyboard.

Finder Shortcuts

Action/Explanation	Keystroke
Open Sidebar item in a new window	Cmd-click it
Switch Finder views (Icon, List, Column)	Cmd-1, Cmd-2, Cmd-3
In List view, expand a folder	Right Arrow
In List view, collapse a folder	Left Arrow
Rename the selected file/folder	Press Return (or Enter)
In List view, switch column display type (Name, Date, Size, etc.)	Ctrl-Tab
Go into selected folder	Cmd-Down Arrow
Go to parent folder	Cmd-Up Arrow
Alternate columns in Column View	Tab (Shift-Tab reverses direction)
Select the next icon in Icon and List views	Tab (Shift-Tab reverses direction)
If a filename is too long and is condensed with a "..." hold Option while mousing over it to instantly pop up the full name.	Hold Option over long filenames
Resize current column to fit the longest file name	Double-Click column resize widget
Resize all columns to fit their longest file names	Option Double-Click resize widget
Copy and Paste files	Cmd-C, Cmd-V
Move a file instead of copying. (Copies the file to the destination and removes it from the original disk.)	Cmd-Drag file to disk
Move selected files to the Trash	Cmd-Delete
Empty the Trash (with warning)	Cmd-Shift-Delete
Empty the Trash (without warning)	Cmd-Opt-Shift-Delete
Cancel a drag-n-drop action while in the midst of dragging	Esc
Show Inspector (a single, live refreshing Info window)	Cmd-Opt-I
Undo the last action (such as rename file, copy file, etc.)	Cmd-Z
Hide/Show Sidebar (on the left)	Cmd-Opt-Ctrl-T
Move or Remove item in toolbar (at the top of the window). This works in most programs.	Cmd-drag

SHORTCUTS ON LAPTOPS

On most Mac laptops, some of the function keys are used to control hardware features:

decrease brightness — F1
increase brightness — F2
mute — F3
decrease volume — F4
increase volume — F5
Num lock — F6
eject — F12

If you want to use these function keys for standard keyboard shortcuts, you must use the fn key, located in the lower-left corner of the keyboard. Any functions labeled on the keyboard with light-gray text are accessed using the fn key. So, for example, to shift between all open windows in all applications, you must press ctrl-fn-F4. This behaviour can be altered in the Keyboard tab of the Keyboard & Mouse preference pane]

Mac OS X: Shortcuts for Activating Full Keyboard Access

Use these shortcuts to turn on Full Keyboard Access or access the menu bar, Dock, and other areas on the screen.

Full Keyboard Access shortcuts for activating access

Use these shortcuts to turn on Full Keyboard Access or access the menu bar, Dock, and other areas on the screen.

Action	Shortcut
Turn Full Keyboard Access on or off	Control + F1
Highlight the menu bar	Control + F2
Highlight the Dock	Control + F3
Highlight the toolbar	Control + F5
Highlight a tool palette then each palette in order	Control + F6
Access all controls in the current dialog if you select the option to highlight only text boxes and lists	Control + F7

האינפורמציה נאספה מהאתרים הנ"ל ומי שמעוניין להתעמק עוד:

<http://guides.macrumors.com/>

<http://www.danrodney.com/mac/index.html>

<http://docs.info.apple.com/article.html?artnum=61466>