

macOS Keyboard Shortcuts

A single-page reference to the shortcuts worth knowing · Ventura and later



FINDER

⌘ 1 - ⌘ 4	Switch Finder view type
⌘ N	New Finder window
⌘ T	New Finder window tab
⇧ ⌘ space	Open new search window
⌘ F	Find
⇧ ⌘ N	Create new folder
⌘ I	Get file info
⇧ ⌘ I	Show file inspector
⌘ J	Show view options
⌘ Y or ⌘ space	Quick Look
⇧ ⌘ P	Show / hide preview
⌘ ^ O	Use groups / stacks
⌘ ↑	Go to parent folder
⇧ ⌘ C	Go to the top level
⇧ ⌘ O	Go to Documents folder
⌘ ⌫	Move to trash
⇧ ⌘ ⌫	Empty trash

APP COMMANDS

⌘ N	New window / document
⌘ O	Open file
⌘ W	Close window / document
⌘ S	Save document
⇧ ⌘ S	Save As
⌘ Z	Undo
⌘ Q	Quit
⇧ ⌘ Q	Quit, close/keep windows
⌘ ,	App settings
⌘ H	Hide app
⇧ ⌘ H	Hide others
fn F	Toggle full screen mode
fn ↑ ↓	Page scrolling

SAFARI

⌘ N ⌘ T	New window / tab
⇧ ⌘ N	New private window
⌘ R	Reload page
⇧ ⌘ H	Home
⌘ [⌘]	Back / Forward
⌘ D	Add bookmark
⇧ ⌘ D	Add to reading list
⌘ Y	Show history
⌘ + ⌘ -	Zoom in / out
⇧ ⌘ \	Tab overview
⇧ ⌘ B	Show / hide Favorites bar
^ ⌘ 1 ^ ⌘ 2	Show / hide sidebars

TEXT EDITING

⌘ ← ⌘ →	Start / end of line
⌘ ↑ ⌘ ↓	Start / end of document
⇧ ⌘ ← ⇧ ⌘ →	Previous / next word
⇧ ⌘ ↑ ⇧ ⌘ ↓	Previous / next paragraph
⌘ X ⌘ C ⌘ V	Cut / Copy / Paste
⌘ ⇧ ⌘ V	Paste and match style
⌘ A	Select all
⌘ T	Show fonts
hold letter	Choose accent mark
fn E	Insert symbol or emoji
^ ^	Start dictation

SYSTEM

⇧ ⌘ esc	Force quit apps
^ ⌘ Q	Lock screen
⇧ ⌘ Q	Log out
⇧ ⌘ ?	Open Help menu

SPOTLIGHT & SEARCH

⌘ space	Spotlight search
↑ ↓	Select a result
space	Quick Look
return	Open
⌘ R	Go to result location
⌘ D	Dictionary definition
⌘ B	Web search
⌘ ^ D	Look up selected text
⌘ ⇧ space	Finder file search
⌘ space hold	Siri
fn Q	Quick note

APP SWITCHING

⌘ ⇧ →	App switcher, then hold ⌘
→	Go to next app
⌘ ←	Previous app
Q	Quit app
H	Hide / show app
⌘ ⌘	Next window in app
^ →	Next tab in window
⇧ ⌘ D	Hide / show Dock

MISSION CONTROL

^ ↑	View Mission Control
^ ↓	Show app's windows
→	Go to next app
space	Enlarge under pointer
F11	Show Desktop
^ ← ^ →	Move between spaces

SCREEN CAPTURE

⇧ ⌘ 5	Capture & recording panel
⇧ ⌘ 3	Capture the screen
⇧ ⌘ 4	Capture area
Add ^ to copy to the clipboard instead of saving a file.	
Press space to select a window instead of an area.	

⌘ command ⇧ option ^ control ⇧ shift ⌫ delete → tab fn globe / fn