



Key Combination	Function
Command-O	Open
Command-S	Save
Command-P	Print
Command-F	Find
Command-Z	Undo
Command-X	Cut
Command-V	Paste
Command-C	Copy
Command-A	Select all
Command-W	Close window
Command-Option-W	Close all windows
Command-H	Hide active application
Command-Shift-N	Create a new folder in the Finder
Command-T	Show the font palette (in most applications)
Command-Shift-C	Show the colors palette (in most applications)
Command-Shift-3	Take a screenshot which then saved on your desktop
Command-Shift-4	Take a screenshot of a portion of your screen
Command-Shift-4 then Space	Take a screenshot of specific window
Control-click	On almost any file, dock item or application, brings up a contextual menu with more things you can do with that file
Command-Tab	Allows you to tab through open applications. Hold down ⌘ command as you press tab to switch to another application
Command-Space	Opens your spotlight search
Command-Option-Esc	When an application freezes, hold down these three keys. A menu will pop up that will allow you to force quit the frozen app Note: You will lose any of your unsaved work by force quitting the application
Command-Control-Eject	Quit all applications and restart