



Apple Shortcuts

⌘ and **→**

Shows what programs are running on your computer. Keep your finger on **⌘** and press **→** to move between programs, let go to select the program.

⌘ and **H**

Hides the current program. Use it together with the above to switch between programs.

⌘ and **Q**

Quits the current program.

Programs are called Applications these days.

⌘ and **A**

Selects everything that can be copied.

⌘ and **C**

Copies whatever you have selected.

⌘ and **N**

Creates a new document or folder.

⌘ and **V**

Pastes whatever you have copied.

⌘ and **E**

Ejects removable media. Select the media first by clicking on it once.

⌘ and **⌘** and **4**

Turns your cursor into a “cross-hair” that you can use to click and drag to select an area of the screen to take a picture (screen capture). Use **⌘** and **⌘** and **3** to take a picture of the whole screen.