












## Stopping a Program (try in order)

 + Q	quit program
 + .	interrupt
 + Option + Esc	force quit
 + Shift + Option + Esc	force quit, Cocoa & Panther only
	reset
	power button for over 5 seconds
 + Control + 	restart immediately, no chance to save, may corrupt disk

## Booting (hold down while...)

<i>click or hold</i>	eject CD
C	boot from CD/DVD
D	start from hard disk's first partition
N	start from the network server
 + Option + N + V	reset NVRAM
 + Option + O + F	bring up Open Firmware
 + Option + P + R	reset PRAM
R	force PowerBook screen reset









⌘ + S	boot single user moder (OSX)
T	put the Mac into FireWire target disk mode
⌘ + V	boot verbose: show messages while booting (OS X)
X	start in OS X (if OS 9 is on the same disk)
Option	show icons of all start-up disks or partitions and lets you select older machines: restart in OS 9
Shift	boot with no extensions (OS9); holding Shift down after the list of services begins to appear disables auto-login, holding it down after you've logged on disables login items
⌘ + Option	rebuild desktop (OS9?)
⌘ + Option + Shift + Delete	bypass startup checks; start up from an external drive, if present; otherwise, start up in Safe mode
⏏	eject CD (may not work on USB); F12 is used if there is no dedicated eject key







## Login

Shift + Return	don't run startup items; while showing user list, Option + Enter on a name switches to prompt for name mode, Back goes back to name list mode
<i>in name mode...</i>	<p>You can enter these special names:</p> <ul style="list-style-type: none"> <li>• &gt;restart</li> <li>• &gt;shutdown</li> <li>• &gt;sleep</li> </ul> <p>to do the corresponding function.</p>



## Other

⌘ + Shift + 3	snapshot screen to file/desktop (which depends on version)
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 + Control + Shift + 3	snapshot screen to clipboard
 + Shift + 4 then <i>click/</i> <i>drag</i>	snapshot screen selection to file/desktop (which depends on version)
 + Shift + 4 then hold Control	snapshot screen selection to clipboard
 + Shift + 4 then Space	snapshot screen selection to desktop
 + Shift + CAPS + 4	snapshot window to file
 + Shift + CAPS + 4 and then <i>click/</i> <i>drag</i>	snapshot window selection to file
 + Control + Shift + 4 then <i>click/</i> <i>drag</i>	snapshot screen selection to clipboard
 + Control + Shift + CAPS + 4	snapshot window to clipboard

 + Control + Shift + CAPS + 4 then <i>click/</i> <i>drag</i>	snapshot window selection to clipboard
 + Shift + Q	log out
	eject CD/DVD
	reset used for firmware upgrades
	reset
	sleep on/off; restart if pressed for over 5 seconds

## Finder

Option + <i>click on</i> minimize	minimize all Finder windows
Option + <i>double-</i> <i>click</i>	open selected folder and close parent window
 + <i>drag</i> <i>file or</i> <i>folder</i> <i>location</i>	move to a new volume without copying
Option + <i>drag file</i> <i>or folder</i> <i>location</i>	copy file or folder to a new location
 + Option + <i>drag file</i> <i>or folder</i> <i>location</i>	make an alias in a new location

⌘ + uparrow	opens the parent folder
⌘ + Option + uparrow	open parent folder and close the current window
⌘ + Option + Shift + uparrow	selects the Desktop
⌘ + downarrow	moves down one level
⌘ + rightarrow	expand folder (List view)
⌘ + Option + rightarrow	expand folder and nested subfolders (List view)
⌘ + leftarrow	collapse folder (List view)
Tab	selects the next item alphabetically
Shift + Tab	selects the previous item alphabetically
⌘ + Option + 8	toggle zoom
⌘ + Option + Control + 8	toggle white-on-black mode
⌘ + Option + =	zoom in

⌘ + Option + -	zoom out
⌘ + Shift + A	opens your Applications folder
⌘ + Option + D	toggle the Dock between show and hide
⌘ + Shift + H	opens your Home folder
⌘ + L	create an alias
⌘ + Option + O	open selected folder and close parent window
⌘ + R	when an alias is selected, jump to its target
⌘ + T	move an item to the sidebar
⌘ + Option + W	close all Finder windows
⌘ + Shift + Delete	empty trash
⌘ + Delete	move the selected item(s) to the trash
⌘ + Option + Shift + Delete	empty trash immediately without any warning dialog

## Dashboard

F12	toggle Dashboard activation (if you don't have a dedicated eject button, F12 will eject the CD)
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F12 and hold	shows Dashboard while key is held down (if you don't have a dedicated eject button, F12 will eject the CD)
⌘ + = (after Dashboard activated)	toggle Widget bar
⌘ + R (after Widget selected)	reload Widget


## Spotlight

⌘ + <i>click</i>	opens the file in a new Finder window
⌘ + Space	opens the Spotlight menu
⌘ + Option + Space	opens the Spotlight window
⌘ + Return	opens the Top Hit item
arrow keys	navigate the list of results
Return	opens the selected search result








## General Keystrokes

⌘ + Tab	switches to the next open program; press ONCE and release the z key to switch to the program used most recently
⌘ + Shift + Tab	switches to the previous open program

⌘ + Option + D	hides/shows the Dock
⌘ + Option + H	hides all windows except the one you're in
⌘ + `	cycle through application or Finder windows (if more than one open)
⌘ + Shift + `	cycle through application or Finder windows (if more than one open), in reverse order
⌘ + ~	switches to the next open window in this program
<i>click on Dock icon (Application)</i>	shows applications's windows
Control + <i>click on Dock icon (Folder)</i>	shows folder's contents; also Force Quit option
⌘ + <i>click on Dock icon</i>	reveals the original item in the Finder
⌘ + Option + <i>click on Dock icon</i>	switches to this program and hides all others
⌘ + <i>click window toolbar button</i>	cycle through available window views

 + <i>click window title</i>	show path to folder or document
Option + <i>click yellow button</i>	dock all this application's open windows (some applications)
Option + <i>click on another application's icon</i>	switches to this program and hides all others
Option + empty trash	empties the trash without asking "are you sure?" and also empties locked files

## On Keyboards Without a Power Key

Control + 	brings up the dialog box for shutdown, sleep, or restart
 + Control + 	forces a restart
 + Option + 	puts the Mac to sleep
 + Control + Option + 	shuts down