



# Master macOS Sequoia - The Complete List of Shortcuts

More Free tutorials: Youtube - [OneByteAcademy](#)  [Channel](#)

More information and course promotions on the [Official website](#)

## Common Mac Keyboard Shortcuts

- ⌘ + N = New
- ⌘ + O = Open
- ⌘ + A = Select All
- ⌘ + C = Copy
- ⌘ + V = Paste
- ⌘ + X = Cut
- ⇧ ⌘ V = Move
- ⌘ D = Duplicate
- ^ K = Kill
- ^ Y = Yank
- ⌘ ⌫ = Delete
- ⇧ ⌘ ⌫ = Empty Bin
- ⇧ ⌘ ⇧ ⌫ = Empty Bin without dialogue
- ⌘ + Z = Undo
- ⇧ + ⌘ + Z = Redo

## App Window Commands

- ⌘ + W = Close Window
- ⌘ + ⇧ + W = Close All Windows
- ⌘ + Q = Quit
- ⌘ + H = Hide
- ⌘ + M = Minimize
- ^ ⌘ F = Full Screen (Maximise)
- ^  F = Fill Screen



## Safari Shortcuts

- ⌘ + N = New Safari Window
- ⇧ + ⌘ + N = New Private Window
- ⇧ ⌘ W = Close Safari Window
- ⌘ ⇧ W = Close All Safari Windows
- ⌘ W = Close Safari Tab
- ⌘ + T = New Safari Tab
- ⌘ Click = Open Link in New Tab
- ⇧ ⌘ Click = Open Link and Make Active
- ⌘ 1 - ⌘ 9 = Select Opened Tab
- ⌘ 9 = Select Last Opened Tab
- ⇧ ⌘ \ = Show Tab Overview
- ⇧ ⌘ T = Reopen Closed Tab
- ⌘ R = Reload Page
- ⌘ ⇧ R = Reload Page from Origin
- ⇧ ⌘ H = Return Home
- ⌘ , = Safari Settings
- ⌘ D = Add Bookmark
- ⇧ ⌘ D = Add to Reading List
- ⌘ ⇧ B = Edit Bookmarks
- ⇧ ⌘ B = Show / Hide Favourites Bar
- ⇧ ⌘ L = Show / Hide Sidebar
- ^ ⌘ N = New Tab Group
- ⇧ ⌘ ↓ ↑ = Move Between Tab Groups
- ⌘ I = Email this Page

## Finder Shortcuts

- ⌘ + N = New Finder Window
- ⇧ + ⌘ + N = New Folder
- ⌘ + T = Open New Finder Tab
- ⌘ (Space) = Quick Look
- ⌘ I = Get File Info
- ⌘ ⇧ I = Open Inspector
- ⌘ J = Show View Options
- ⌘ 1 - ⌘ 4 = Switch Finder View
- ⇧ ⌘ P = Show Preview
- ⌘ ⇧ S = Show / Hide Sidebar



- ⌘ T = Show / Hide Sidebar + Toolbar
- ⌘ P = Show / Hide Path Bar
- ⌘ 1 = Clean Up By Name
- ⌘ 2 = Clean Up By Kind
- ⇧ ⌘ 1 Sort By Name
- ⇧ ⌘ 2 Sort By Kind
- ⇧ ⌘ 6 Sort By Size

## Finder GO Menu

- ⇧ ⌘ F = Recents Files
- ⇧ ⌘ = O Open Documents
- ⇧ ⌘ = L Open Library
- ⇧ ⌘ U = Open MacOS Utilities
- ⇧ ⌘ I = Open iCloud Folder

## Window Tiling

- ⇧ ⌘ ◀▶▲▼ = Tile to Halves
- ⇧ ⇧ ⌘ ◀▶ = Arrange to Halves (Left & Right)
- ⇧ ⇧ ⌘ ◀▶▲▼ = Arrange to Halves (Top & Bottom)
- ⇧ ⌘ ⇧ ⌘ ◀▶▲▼ = Arrange to Quarters
- ⇧ ⌘ C = Centre window
- ⇧ ⌘ F = Fill screen

## Website and Document Navigation

- Fn ↓ ↑ = Scroll by Screen
- Fn ← → = Scroll to Start or End
- ⌘ ↓ ↑ = Jump to Start or End
- ← → = Move by Character
- ⌘ ← → = Move by Word
- ⌘ ← → = Move to Start or End of Line
- ↓ ↑ = Move by Line
- ⌘ ↓ ↑ = Move by Paragraph

## Text Editing, Delete Text

- ⌘ B = Make text Bold
- ⌘ I = Make text Italic



⌘ I = Underline text  
⌘ T = Show Fonts  
⇧ ⌘ C = Show Colours  
⌘ C = Copy Style  
⌘ V = Paste Style  
⇧ ⌘ V = Paste and Match Style  
⌘ K = Add a Web Link  
⇧ ⌘ H = Highlight text  
⇧ ⌘ K = Add a Comment  
^ ⌘ Space = Emoji & Symbols  
🌐 E = Emoji & Symbols  
⌘ ← = Delete Previous Character  
Fn ⌘ → = Delete Next Character  
⌘ ⌘ ← = Delete Previous Word  
Fn ⌘ ⌘ → = Delete Next Word  
⌘ ⌘ ← = Delete Back to Start of Line  
^ K = Delete to End of Paragraph  
⌘ + S = Save Document  
⌘ + P = Print Document

## Screenshot Tool

⇧ ⌘ 3 = Full Screen Photo  
⇧ ⌘ 4 = Photo of Selected Area  
⇧ ⌘ 5 = Screenshot and Recording Options  
^ ⇧ ⌘ 3 = Save Screenshot to Clipboard

## System Shortcuts

⌘ Esc = Force Quit Menu  
⌘ + Space = Spotlight Search  
⌘ + R = Open Result Location  
⌘ + F = Find / Search  
⌘ + , (comma) = App Settings  
⌘ + ⌘ + D Show / Hide Dock  
⇧ ⌘ Q = Log Out  
^ ⌘ Q = Lock Screen

