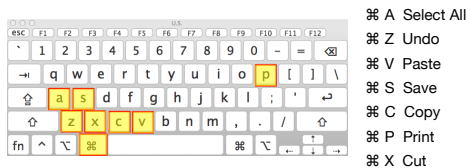


# Quick Tips

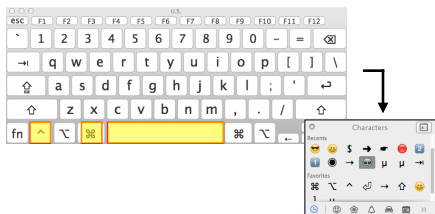
OMUG November, 2013

## Basic 7 Shortcuts



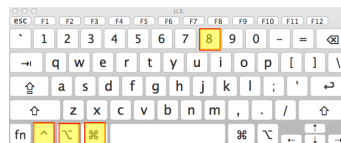
## Get Special Characters

^ ⌘ Space



## Invert Screen Colors

^ ⌘ ⌘ 8



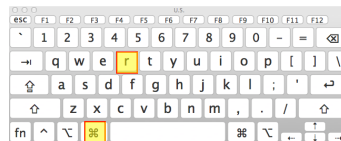
## Get Word Definition

Highlight a word > ⌘ ^ D



## Access Recovery Disk

Reboot and hold ⌘ R



## Four Text Tips

- Double-click to highlight a word
- Don't delete, just type over the highlighted word
- Triple-click to highlight a paragraph
- Double-click/drag to select one-word chunks

## More Text Tips

- ⌘ → jump to next word
- ⌘ ← jump back a word
- ⇧ ⌘ ← select previous word
- ⇧ ⌘ → select next word
- ⌘ → jump to end of line
- ⇧ ⌘ → select to end of line