```
1    ##########################################################################
2    # SHORTCUTS
3    ##########################################################################
4
5
6    CTRL+A  # move to beginning of line
7    CTRL+C  # halts the current command
8    CTRL+E  # moves to end of line
9    CTRL+J  # same as RETURN
10   CTRL+L  # clears screen and redisplay the line
11   CTRL+Z  # stops the current command
12
13   ALT+B   # moves backward one word
14   ALT+D   # deletes next word
15   ALT+F   # moves forward one word
16
17   DELETE  # deletes one character backward
18   !!      # repeats the last command
19   exit    # logs out of current session
20
21
22   ##########################################################################
23   # COMMANDS
24   ##########################################################################
25
26
27   ls                         # lists your files in current directory
28   ls -l                      # lists your files in 'long format'
29   ls -a                      # lists all files, including hidden files
30
31   touch <filename>           # creates or updates (edit) your file
32   cat <filename>             # prints file raw content (will not be interpreted)
33   open <filename> (MAC)      # opens a file
34   explore <filename> (WIN)   # opens a file
35
36   cp <filename1> <dest>      # copies a file
37   rm <filename>              # removes a file
38   mv <filename1> <dest>      # moves a file to destination or replace a file
39
40   mkdir <dirname>            # makes a new directory
41   cd                         # changes to home
42   cd <dirname>               # changes directory
43   pwd                        # tells you where you currently are
```