

# Files manager for Mac OS X

## Hot Keys

Key equivalents can be altered, here are listed default hot keys including empty once (that actions can be accessed with menu).

Action	Key Equivalent
<b>Files Menu</b>	
About	
Preferences	⌘,
Enable Admin Mode	
Hide Files	⌘H
Hide Others	⇧⌘H
Show All	
Quit	⌘Q
<b>File Menu</b>	
New Window	⌘N
New Folder	⇧⌘N
New Folder with Selection	^⌘N
New Tab	⌘T
Open	↵
Open Native	⇧↵
Open in Opposite Panel	⇧⇧↵
Calculate Folders Sizes	⇧⇧⇧↵
Calculate All Folders Sizes	⇧^⇧↵
Calculate Checksum	⇧⌘K
Close	⌘W
Find	⌘F
Page Setup	⇧⌘P
Print	⌘P
Copy	⌘C
Paste	⌘V

Action	Key Equivalent
Select All	⌘A
Deselect All	⇧⌘A
Invert Selection	⌘A
<b>View Menu</b>	
Left Panel->Change Folder	F1
Right Panel->Change Folder	F2
Swap Panels	⌘U
Sync Panels	⇧⌘U
Refresh	⌘R
View Mode->Toggle Short View Mode	^1
View Mode->Toggle Medium View Mode	^2
View Mode->Toggle Full View Mode	^3
View Mode->Toggle Wide View Mode	^4
Sorting->By Name	⌘1
Sorting->By Extension	⌘2
Sorting->By Modify Time	⌘5
Sorting->By Size	⌘4
Sorting->By Creation Time	⌘5
Sorting->Separate Folders From Files	
Sorting->Case-Sensitive Comparison	
Sorting->Numeric Comparison	
Show Hidden Files	⇧⇧⌘I
Show/Hide Tab Bar	⇧⌘T
Show/Hide Toolbar	⇧⌘T
Show/Hide Terminal	⇧⌘O
<b>Go Menu</b>	
Back	⌘[
Forward	⌘]
Enclosing Folder	⌘↑
Into Folder	⌘↓
Documents	⇧⌘O
Desktop	⇧⌘D

Action	Key Equivalent
Downloads	⌘⇧L
Home	⌘⇧H
Library	
Applications	⌘⇧A
Utilities	⌘⇧U
Go To Folder	⌘⇧G
<b>Command Menu</b>	
System Overview	⌘L
Detailed Volume Information	
File Attributes	⌘^A
Copy File Name	⌘⇧C
Copy File Path	⌘⇧C
Select With Mask	⌘=
Deselect With Mask	⌘-
Preview with QuickLook	⌘Y
Run Internal Viewer	⌘F3
Run External Viewer	F4
Eject Volume	⌘E
Compress	
Copy To...	F5
Copy As...	⌘F5
Move To...	F6
Move As...	⌘F6
Create Directory	F7
Move To Trash	⌘⌘
Delete	F8
Alternative Delete	⌘F8
Links->Create Symbolic Link	
Links->Create Hard Link	
Links->Edit Symbolic Link	
<b>Window Menu</b>	
Minimize	⌘M

Action	Key Equivalent
Enter Full Screen	⌘F
Zoom	
Show Previous Tab	⌘^→
Show Next Tab	⌘→
Bring All To Front	
<b>Other hotkeys:</b>	
(File panels) Change current selection and move to next item	Insert (fn+↵)
(File panels) Change active panel	→
(File panels) Make left panel smaller	⌘← or ⌘⇐
(File panels) Make right panel smaller	⌘→ or ⌘⇐
(File panels) Previous tab	⌘⌘[
(File panels) Next tab	⌘⌘]

## Frequently Asked Questions

- **Can I see folders, which are started with dot (for ex., *.folder*)**
- Yes! Just toggle this option with Menu->View->View Hidden Files or by hitting ⌘⇧⌘I
- **It would be really handy to have editable “Favorites” list**
- Files use Finder’s sidebar Favorites to build GoTo list (shown by F1/F2 or by “Go to” button). Meanwhile Finder’s Favorites list can be easily altered with regular drag&drop.
- **Can I manually erase all Files’ settings?**
- Yes, to do that you should remove the following items:
  - ~/Library/Preferences/info.filesmanager.Files.plist
  - ~/Library/Saved Application State/info.filesmanager.Files.savedState
  - ~/Library/Caches/info.filesmanager.Files
  - ~/Library/Application Support/Files