

# 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	⌘,
Hide Files	⌘H
Hide Others	⇧⌘H
Show All	
Quit	⌘Q
<b>File Menu</b>	
New Window	⌘N
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
Select All	⌘A
Deselect All	⇧⌘A
<b>View Menu</b>	

Action	Key Equivalent
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 Toolbar	⇧⌘T
Show/Hide Terminal	⇧⌘O
<b>Go Menu</b>	
Back	⌘[
Forward	⌘]
Enclosing Folder	⌘↑
Into Folder	⌘↓
Documents	⇧⌘O
Desktop	⇧⌘D
Downloads	⇧⌘L
Home	⇧⌘H
Library	
Applications	⇧⌘A
Utilities	⇧⌘U

Action	Key Equivalent
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
Enter Full Screen	^ ⌘ F
Zoom	
Bring All To Front	
<b>Other hotkeys:</b>	

Action	Key Equivalent
(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 ^⌘→

## Frequently Asked Questions

- **Can I see folders, which are started with dot (for ex., *.folder*)**
- Yes! Just toggle this option with Menu->View->Sorting->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.