macOS Productivity Cheat Sheet

Small improvements compound into a big impact — Reduce RSI, distribute the workload

Core Philosophy

Principles:
- 1–2 keystrokes to any app
- Minimize mouse usage
- Reduce friction

Essential Shortcuts

Launch & Switch Apps
`Cmd` + `Space` — Spotlight / Raycast / Alfred
`Cmd` + `~` — Cycle that app's windows
`Cmd` + `Tab` — Switch apps
Alternative: AltTab github.com/lwouis/alt-tab-macos

Window Controls
`Ctrl` + `Cmd` + `F` — Toggle fullscreen
`Cmd` + `M` — Minimize
`Cmd` + `H` — Hide window
`Cmd` + `Q` — Quit app

Rectangle github.com/rxhanson/Rectangle
`Ctrl` + `Opt` + `Left/Right` — Snap window left/right
`Ctrl` + `Opt` + `Enter` — Maximize window

Raycast raycast.com
Tip: Enable Hyper key in settings and assign hotkeys
`Hyper` + `Left/Right` — Snap window left/right
`Hyper` + `Up` — Maximize window

Misc.
`Ctrl` + `Cmd` + `Space` — Emoji & symbols

Browser Productivity

Tab Navigation
`Cmd` + `T` — New tab
`Cmd` + `W` — Close tab
`Cmd` + `Shift` + `T` — Reopen last closed tab
`Ctrl` + `Tab` — Next tab (Chrome/Firefox)
`Cmd` + `Shift` + `]` — Next tab (Safari)
`Cmd` + `Shift` + `[` — Previous tab
`Cmd` + `1-9` — Jump to tab
`Cmd` + `L` — Focus address bar

Page Actions
`Cmd` + `D` — Bookmark page
`Cmd` + `R` — Refresh
`Cmd` + `F` — Find on page
`Ctrl` + `Cmd` + `F` — Toggle fullscreen
`F12` / `Ctrl` + `Shift` + `I` — Open DevTools

Microsoft Teams

`Cmd` + `.` — Show shortcuts
`Cmd` + `Shift` + `M` — Mute or unmute
`Cmd` + `Shift` + `O` — Toggle camera
`Cmd` + `E` — Search
`Cmd` + `Shift` + `G` — Go to channel
`Cmd` + `/` — Show slash commands

Finder

`Cmd` + `Shift` + `N` — New folder
`Cmd` + `Shift` + `G` — Go to folder
`Cmd` + `Up` — Parent folder
`Cmd` + `Down` — Open selected item
`Cmd` + `[` — Back
`Cmd` + `]` — Forward
`Cmd` + `Delete` — Move to trash
`Space` — Quick Look
`Enter` — Rename selected item
`Cmd` + `Opt` + `P` — Toggle Path Bar
`Cmd` + `Opt` + `T` — Toggle Toolbar
`Cmd` + `Opt` + `S` — Toggle Sidebar

Raycast

Suite of productivity tools raycast.com

`Cmd` + `Space` — Launch Raycast (rebind from Spotlight)
App launcher, window mgmt, keyboard shortcuts
Alternatives:
Alfred alfredapp.com - suite of tools
Kanata github.com/jtroo/kanata- keyboard remapper
Maccy github.com/p0deje/Maccy - clipboard manager

Window Managers

Stop manually arranging windows! Steeper learning curve

Open Source Tiling window managers
- **Aerospace** - i3-like, keyboard-driven
- **yabai** - BSP tiling, advanced features