

Apple Messages cheat sheet

Messages

Cmd + ,	Open Messages preferences
Cmd + H	Hide Messages
Option + Cmd + H	Hide everything except Messages
Cmd + Q	Quit Messages
Cmd + N	Start a new message
Cmd + R	Go to a chat room
Cmd + O	Open the Messages window
Cmd + W	Close the Messages window
Cmd + P	Print the conversation
Cmd + F	Search all conversations for matching text
Option + Cmd + K	Clear the transcript (delete a conversation without closing it)
Control + Cmd + Space	Open the Emoji & Symbols window
Cmd + M	Minimize a window
Option + Cmd + M	Minimize all windows
Cmd + 1	Open the buddy list window
Option + Cmd + L	Open the File Transfers window
Control + Cmd + F	Enter full-screen view
Control + Cmd + O	Set your status to Offline in the buddy list
Control + Cmd + I	Set your status to Invisible in the buddy list
Control + Cmd + A	Set your status to Available in the buddy list
Control + Cmd + W	Set your status to Away in the buddy list

Conversation shortcuts

Cmd + +	Make the text bigger
Cmd + -	Make the text smaller
Option + Enter	Insert a line break (in a message)
Cmd + C	Copy the selected text
Cmd + V	Paste copied text
Shift + Cmd + :	Open the Spelling and Grammar window
Cmd + ;	Check the text field for spelling

	and grammar issues
Control + Tab	Select the next conversation
Control + Shift + Tab	Select the previous conversation
Option + Cmd + E	Send an email to a selected person in the conversation
Shift + Cmd + E	Show video effects (while in a video call in Messages)
Del	(first, select the message) Delete a single message
Option + Shift + Cmd + W	Close all conversations

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More information: defkey.com/apple-messages-shortcuts

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