

# iTunes 11 for Mac cheat sheet

## Playback

Space	Play the currently selected song
Enter	Play the currently selected song from the beginning
Option + Cmd + Left arrow / Right arrow	Move backward or forward within a song
Option + Left arrow / Right arrow	Listen to previous or next album in a list
Left arrow / Right arrow	Go to the previous or next song in a list

## Library and playlist

Cmd + Left click	(on the checkbox next to a song) Select or deselect all the songs in a list
Shift + Cmd + N	Create a playlist from a selection of songs
Option + Cmd + N	Create a new smart playlist
Cmd + Del	Delete the selected playlist without confirming that you want to delete it
Option + Del	Delete the selected playlist and all the songs it contains from your library
Option + Del	Delete the selected song from your library and all playlists
Cmd + R	Refresh the Radio list (when Radio is selected)
Cmd + R	Refresh a Genius playlist (when the playlist is selected)

## iTunes Store

Cmd + ]	Go to next page in the iTunes Store
Cmd + [	Go to previous page in the iTunes Store
Option + Enter	(after typing in Search field) Initiate a search in the iTunes Store
Cmd + R	Check for app updates (when Apps is selected, below the Library)

## File and window

Control + Left click	(on a column heading) Change the song information columns
Cmd + Left click	(on a triangle) Expand or collapse all the triangles in the Radio's Stream list
Option + Cmd + M	Shrink the iTunes window to show only the playback controls
Option + Left click	(on zoom button in the upper-left corner of the iTunes window) Switch between custom and maximum window sizes
Cmd + Move the mouse	(drag the resize control in the lower-right corner of the window) See the iTunes window resize while you are resizing it
Cmd + N or Cmd + P	In the Get Info window, see the info for the next or previous song in the list
Cmd + F	Select the search field
?	then press the indicated key to use an option (not all visual effects support this)
Control + Left click	(on the video) Choose artwork for the selected video

## iPod and iPhone

Option + Cmd	(while connecting your iPod, hold until iPod appears in the iTunes window) Prevent iPod from automatically syncing when you connect it to your computer
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## Spoken word shortcuts

Shift + Cmd + Left arrow / Right arrow	Go to last or next chapter (if available)
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## iTunes menu

Command + ,	Open iTunes preferences
Cmd + H	Hide the iTunes window
Option + Cmd + H	Hide all other applications
Cmd + Q	Quit iTunes

## File menu

Cmd + N	Create a new playlist
Shift + Cmd + N	Create a new playlist with the selected songs
Option + Cmd + N	Create a new smart playlist
Cmd + O	Add a file to your music library
Cmd + W	Close the iTunes window
Cmd + I	Open the song or CD Info window for the selected song or CD
Shift + Cmd + R	Show where a song file is located
Cmd + L	Show the currently playing song in the list
Cmd + U	Stream audio file at a specific URL to iTunes

## Edit menu

Cmd + Z	Undo your last typing change while still in edit mode
Cmd + X	Cut the selected song's information or artwork
Cmd + C	Copy the selected song's information or artwork
Cmd + V	Paste the selected song's information or artwork
Cmd + A	Select all the songs in the list
Shift + Cmd + A	Deselect all the songs in the list
Cmd + B	Hide or show the Artist and Album columns
Cmd + J	Open the View Options window for the selected source

## Control menu

Space	Start or stop playing the selected song
Right arrow	When a song is playing, play the next song in a list
Left arrow	When a song is playing, play the previous song in a list
Cmd + Up arrow	Increase the volume
Cmd + Down	Decrease the volume

arrow

Option + Cmd +  
Down arrow      Mute the sound (song keeps playing)

Cmd + E      Eject a CD

## Visualizer menu

Cmd + T	Turn the visualizer on or off
Cmd + F	Switch between viewing visual effects using the entire screen or in the iTunes window (when visualizer is on)

## Window menu

Cmd + M	Put the iTunes window in the Dock
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## View menu

Control + Cmd + F	Enter or exit full-screen view
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## Help menu

Cmd + ?	Open iTunes help
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## General

Option + Cmd	(while opening iTunes) Open iTunes in "safe mode" (without external plug-ins)
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Source: Apple support

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More information: [defkey.com/itunes-for-mac-shortcuts](https://defkey.com/itunes-for-mac-shortcuts)

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