Skype for Mac Cheat Sheet

makeuseof



Most Common Keyboard Shortcuts

Action

Skype;

Preferences;

Hide Skype;

Quit Skype;

New Conversation;

Edit Profile;

Close Profile;

Edit Last Message;

Search Contacts and Messages;

Show Profile;

Send Files;

Mute Microphone;

Add People;

Mark Conversation As Unread;

Next Conversation;

Previous Conversation;

Dial Pad;

Contacts Monitor;

Skype WiFi;

View as List;

View as Pictures;

Shortcut		
$\mathcal{H}_{\text{command}} + \begin{bmatrix} 1 \\ 1 \end{bmatrix}$		
command + (,		
Command + H		
Command + Q		
Command + N		
shift + $\frac{\Re}{command}$ + I		
^{βθ} _{command} + W		
shift + \mathcal{H} + E		
alt option + 3 + F		
Command +		
shift + $\mathcal{H}_{command}$ + F		
shift + command + F		
$\frac{1}{1} + \frac{1}{1} + \frac{1}$		
$\frac{1}{1} + \frac{1}{1} + \frac{1}$		
shift + command + F shift + \Re + M shift + \Re + M shift + \Re + A shift + \Re + U alt + \Re + U		
shift + command + F shift + $\begin{pmatrix} \Re \\ command \end{pmatrix}$ + M shift + $\begin{pmatrix} \Re \\ command \end{pmatrix}$ + A shift + $\begin{pmatrix} \Re \\ command \end{pmatrix}$ + Q shift + $\begin{pmatrix} \Re \\ Command \end{pmatrix}$ + U alt + $\begin{pmatrix} \Re \\ command \end{pmatrix}$ + $\begin{pmatrix} U \\ F \\ Command \end{pmatrix}$		
shift + command + P shift + \mathcal{K} + M shift + \mathcal{K} + M shift + \mathcal{K} + A shift + \mathcal{K} + A shift + \mathcal{K} + U alt option + \mathcal{K} + \bullet alt option + \mathcal{K} + \bullet \mathcal{K} + \mathcal{K} = \bullet		
shift + command + P shift + \mathcal{K} + M shift + \mathcal{K} + M shift + \mathcal{K} + A shift + \mathcal{K} + A shift + \mathcal{K} + U alt option + \mathcal{K} + P alt option + \mathcal{K} + Q \mathcal{K} + \mathcal{K} \mathcal{K} + \mathcal{K} \mathcal{K} + \mathcal{K} \mathcal{K} + \mathcal{K} \mathcal{K} + \mathcal{K}		
shift + command + μ shift + μ m shift + μ		

Action	Shortcut
Hide Others;	$\begin{bmatrix} alt \\ option \end{bmatrix} + \begin{bmatrix} \Re \\ command \end{bmatrix} + \begin{bmatrix} \\ \end{bmatrix}$
Close Window;	shift + St command +
Undo;	Command + Z
Redo;	shift + Command +
Cut;	Command + X
Сору;	Command +
Paste;	^ℜ _{command} + V
Select All;	Command + A
Find;	F
Find Next;	G (command)
Find Previous;	shift + Command +
Use Selection for Find;	Command + E
Jump to Selection;	Command + J
Special Characters;	$\begin{bmatrix} alt \\ option \end{bmatrix} + \begin{bmatrix} \Re \\ command \end{bmatrix} + \begin{bmatrix} \\ \end{bmatrix}$
Show Spelling and Grammar;	command +
Check Document Now;	command + ;
Make Text Bigger;	(mmand) + +
Make Text Normal Size;	$\left(\begin{array}{c} \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\$
Make Text Smaller;	Command + -
Enter Full Screen;	ctrl + $etrl$ + e
Minimize;	Command + M

option

Volume Control;

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