Prečice za PC i MacBook Air

Ova tabela sadrži osnovne i napredne prečice za Windows/PC i Mac (MacBook Air), spremna za štampu.

Funkcija / Akcija	Windows / PC	Mac (MacBook Air)
Kopiraj	Ctrl + C	Command (⌘) + C
Iseci (Cut)	Ctrl + X	Command (⌘) + X
Nalepi (Paste)	Ctrl + V	Command (⌘) + V
Paste Special / Poseban nalepak	Ctrl + Alt + V	Command (⌘) + Option + V
Poništi (Undo)	Ctrl + Z	Command (⌘) + Z
Ponovi (Redo)	Ctrl + Y	Command (⌘) + Shift + Z
Selektuj sve	Ctrl + A	Command (⌘) + A
Obriši selektovano	Delete	Command (⌘) + Delete
Izaberi reč	Ctrl + Shift + strelica	Option + Shift + strelica
Idi na početak reda	Home	Command (⌘) + strelica levo
Idi na kraj reda	End	Command (⌘) + strelica desno
Idi na početak dokumenta	Ctrl + Home	Command (⌘) + strelica gore
Idi na kraj dokumenta	Ctrl + End	Command (⌘) + strelica dole
Otvori novi prozor / tab	Ctrl + N / Ctrl + T	Command (⌘) + N / Command (⌘) + T
Zatvori prozor / tab	Ctrl + W	Command (⌘) + W
Ponovo otvori zatvoreni tab	Ctrl + Shift + T	Command (⌘) + Shift + T
Prebaci između aplikacija	Alt + Tab	Command (⌘) + Tab
Prebaci između prozora iste aplikacije	Ctrl + Alt + Tab	Command (⌘) + ` (tilde)
Minimizuj prozor	Win + Down Arrow	Command (⌘) + M
Maksimizuj / fullscreen	Win + Up Arrow	Command (⌘) + Control + F
Task Manager / Force Quit	Ctrl + Shift + Esc	Command (⌘) + Option + Esc
Zaključaj ekran	Win + L	Control + Command (⌘) + Q
Print / štampaj	Ctrl + P	Command (⌘) + P
Find / Pretraži	Ctrl + F	Command (⌘) + F
Find Next / Sledeće	F3	Command (⌘) + G
Find Previous / Prethodno	Shift + F3	Command (⌘) + Shift + G
Save / Snimi	Ctrl + S	Command (⌘) + S
Save As / Snimi kao	F12 / Ctrl + Shift + S	Command (⌘) + Shift + S
Undo Typing / Undo Formatting	Ctrl + Z / Ctrl + Shift + Z	Command (⌘) + Z / Command (⌘) + Shift + Z
Redo Typing / Formatting	Ctrl + Y / Ctrl + Shift + Y	Command (⌘) + Shift + Z
Snimi screenshot celog ekrana	PrtSc	Command (⌘) + Shift + 3
Snimak dela ekrana	Windows + Shift + S	Command (⌘) + Shift + 4
Alt + Tab Preview	Alt + Tab	Command (⌘) + Tab
Novi Desktop / Mission Control	Win + Ctrl + D / Win + Tab	Control + Up Arrow / Control + Left/Right
Close program	Alt + F4	Command (⌘) + Q

Copy path / Copy filename	Shift + Right Click → Copy as path	Command (⌘) + Option + C
Open properties / Info	Alt + Enter	Command (⌘) + I
Rename	F2	Return (⌘) + Enter
Zoom In	Ctrl + +	Command (⌘) + +
Zoom Out	Ctrl + -	Command (⌘) + -
Reset Zoom	Ctrl + 0	Command (⌘) + 0
Bold / Italic / Underline	Ctrl + B / I / U	Command (⌘) + B / I / U
Insert hyperlink	Ctrl + K	Command (⌘) + K
Switch input language	Alt + Shift	Control + Space
Open Run / Spotlight	Win + R	Command (⌘) + Space
Open Settings / System Preferences	Win + I	Command (⌘) + , (u aplikacijama)
Lock / Hide window	Win + D	Command (⌘) + H
Close tab / browser window	Ctrl + W	Command (⌘) + W
Reopen closed tab	Ctrl + Shift + T	Command (⌘) + Shift + T
Navigate tabs	Ctrl + Tab / Ctrl + Shift + Tab	Command (⌘) + Option + → / ←