

# Mac OS X Knowledge

Mac OS X 10.3 & higher:

## Screen Shots

Shift-Command-3

Shift-Command-4 (with the option to press the space bar to take a picture of a specific window)

## Screen Shot Type

The default screen shot capture type in 10.3.x and lower is .pdf. In OS 10.4.x it is .png. To change the default type that screen shots are captured in, open the “Terminal” application (in the Utilities folder) and type the following command:

```
defaults write com.apple.screencapture type jpg ; killall SystemUIServer
```

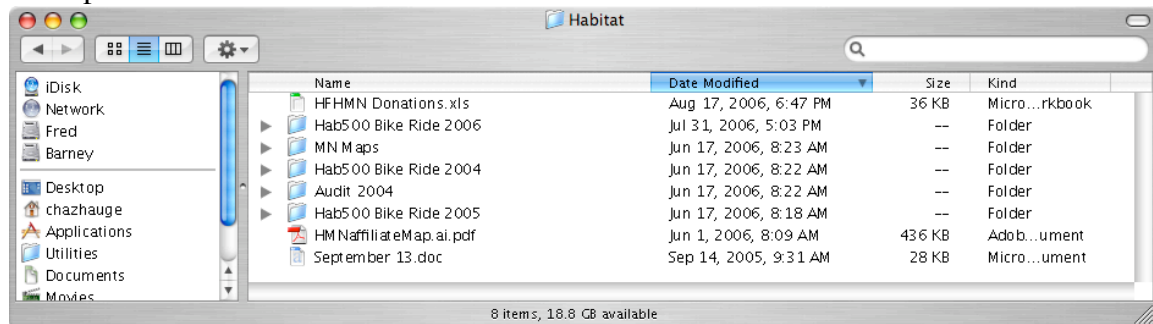
This changes the default file type to **jpg** (bolded for attention). If you want to change it to a different type, you can simply change the above command following the word type to one of the following allowed types:

**jpg, png, pdf, tif, jp2, bmp, gif, psd, tga, sgi, pict**

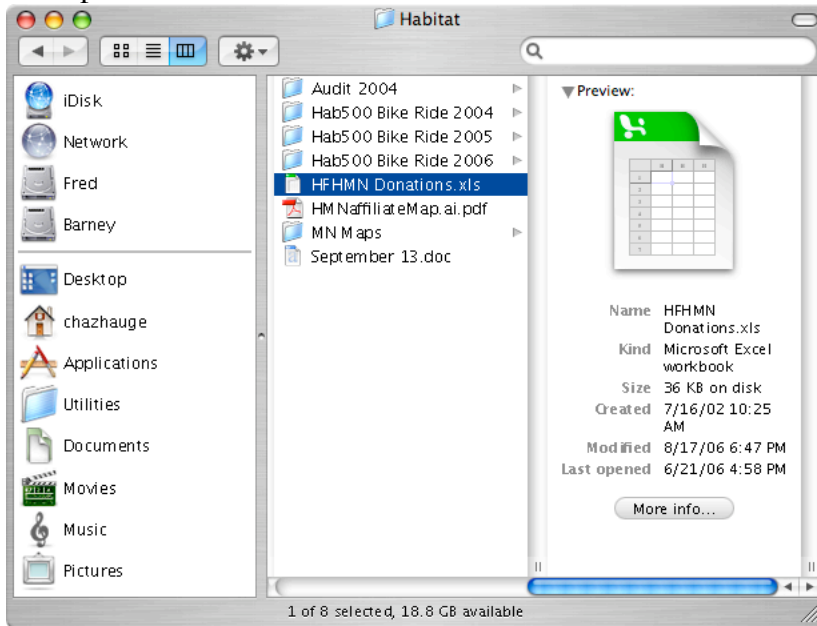
## Open Files without Opening the Application

You can open files without opening the application by tracking the file down in the Finder (the Mac OS) through a file browser window. Usually, the file browser window will give you more information about a file than the application’s “Open File” option will, see examples below for details on files.

### Example 1



## Example 2



### **Right Click (Control Click)**

The Mac OS has had two button compatibility for many years, although not everyone knows about it. Even if you don't have a two button mouse, you can use the features of *right click* event simply by pressing and holding the control key and clicking on what you want to select. This will give you more information and options to perform on an item. The following is an example of options offered when you right click on a file, and note one option is to "Create Archive of...", this will create a .zip file of the file / folder selected.

