

Notation
⌘ ctrl, ⇧ shift, ⌥ alt, ⌨ backslash

New:
Email ⌘ ⇧ M
Meeting Invitation ⌘ ⇧ Q
Appointment ⌘ ⇧ A

Switch to:
Mail ⌘ 1
Calendar ⌘ 2

Misc.
Search ⌘ E
Calendar Today ⌥ H, OD
Calendar Scroll ⌘ Arrow

Email/Meet/Apt
Reply ⌘ R
Forward ⌘ F
Save ⌘ S
Reply all ⌘ ⇧ A
Flag for followup ⌘ ⇧ G
Send or Save+Close ⌥ S
Move to "To" ⌥ J
Edit Subject ⌥ U
Address Book ⌥ . (dot)
Check names ⌥ K
Attach file ⌥ N,A,F,B

Titus (while sending)
Use favorite ⌘ 1/2/3

(Empty)

Test 123	
1	2



By **ceviche**
cheatography.com/ceviche/

Not published yet.
 Last updated 19th December, 2018.
 Page 1 of 1.

Sponsored by **Readable.com**
 Measure your website readability!
<https://readable.com>