**Composition: Electronic Media II**

**025:251**

**Spring 2014**

**Max 6: Short Cut Keys**

Short cut keys should be used to save time. Listed below are not all of the short cut keys, but the ones you will use most often.

1. Operational:

 a. n – new object

 b. b – bang, button object

 c. i – integer, number object

 d. f – float, flonum object

 e. m – message

 f. t – toggle object

 g. command click toggles lock/unlock patcher

2. House keeping:

 a. command y – align selected objects

 b. shift command y – align selected patch cords

3. File/Edit:

 a. command s – save

 b. command n – new patcher

 c. command o – open dialogue

 d. command x, c, v; cut, copy, paste

 e. command z – undo

 f. command a – select all

4. Windows:

 a. double click or p – Object explorer

 b. command m – Max window

 c. command i – Inspector window (only if an object is selected)

 d. shift command h – Help window (only if an object is selected)

5. One timesaving maneuver may help when you need to connect one object to several other objects. Hold shift and a new patch cord will be generated from the first object’s outlet after connecting it to the second object’s inlet. Keep holding down shift for as long as you need additional patch cords.