



# Handy Reference Card #2

## International Characters & Symbols

### Accent Codes (for vowels)

Symbol	Type	Shortcut
Á é	Acute	⌘E let go then press ⇧A or A
Â â	Circumflex	⌘I let go then press ⇧A or A
À à	Grave	⌘` let go then press ⇧A or A
Ã ã	Tilde	⌘N let go then press ⇧A or A
Ä ä	Umlaut	⌘U let go then press ⇧A or A
É é	Acute	⌘E let go then press ⇧E or E
Ê ê	Circumflex	⌘I let go then press ⇧E or E
È è	Grave	⌘` let go then press ⇧E or E
Ë ë	Umlaut	⌘U let go then press ⇧E or E
Í í	Acute	⌘E let go then press ⇧I or I
Î î	Circumflex	⌘I let go then press ⇧I or I
Ì ì	Grave	⌘` let go then press ⇧I or I
Ï ï	Umlaut	⌘U let go then press ⇧I or I
Ñ ñ	Tilde	⌘N let go then press ⇧N or N
Ó ó	Acute	⌘E let go then press ⇧O or O
Ô ô	Circumflex	⌘I let go then press ⇧O or O
Ò ò	Grave	⌘` let go then press ⇧O or O
Õ õ	Tilde	⌘N let go then press ⇧O or O
Ö ö	Umlaut	⌘U let go then press ⇧O or O
Ú ú	Acute	⌘E let go then press ⇧U or U
Û û	Circumflex	⌘I let go then press ⇧U or U
Ù ù	Grave	⌘` let go then press ⇧U or U
Ü ü	Umlaut	⌘U let go then press ⇧U or U

### Other Foreign Characters

Symbol	Name	Shortcut
Æ æ	AE ligature (caps / lower case)	⌘⇧' or ⌘'

“⌘” means the “option” key

“⇧” means the “shift” key

## Other Foreign Characters (continued)

Symbol	Name	Shortcut
Å å	Nordic A ring (caps / lower case)	⌘⇧A or ⌘A
ß	German Sharp S / Double S	⌘S
Ø ø	Nordic O slash (caps / lower case)	⌘⇧O or ⌘O

## Punctuation Symbols

Letter	Type	Shortcut
•	Dot	⌘8
—	Em-dash	⌘⇧-
-	En-dash	⌘-
!	Exclamation mark	⌘1
«	Left quotation marks	⌘\
<	Left single quotation mark	⌘⇧3
¿	Question mark	⌘⇧/
»	Right quotation marks	⌘⇧\
>	Right single quotation mark	⌘⇧4

## Currency Symbols

Symbol	Currency	Shortcut
£	British Pound	⌘3
¢	Cent sign	⌘4
f	Dutch Florin	⌘F
¥	Japanese Yen	⌘Y
€	Euro sign	⌘⇧2

## Other Symbols

Symbol	Name	Shortcut
©	Copyright	⌘G
°	Degree	⌘⇧8
®	Registered	⌘R
™	Trademark	⌘2

“⌘” means the “option” key

“⇧” means the “shift” key