Quick Reference Guide

Managing App Windows in macOS

Introduction

In this resource, learn how to maximize, minimize, restore, and close app windows in macOS.

Getting Started

1. Open an **app** from the Dock or Launchpad.

2. Locate the **top left-hand corner**.
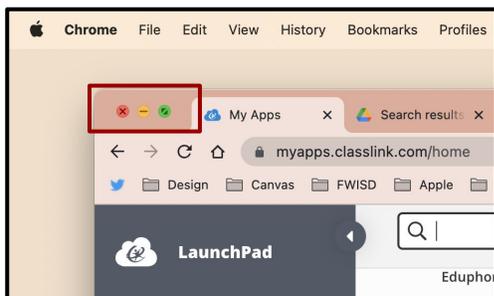
Window Management

3. To maximize a window to full screen, click on the **green button** in the top-left corner of an app window.
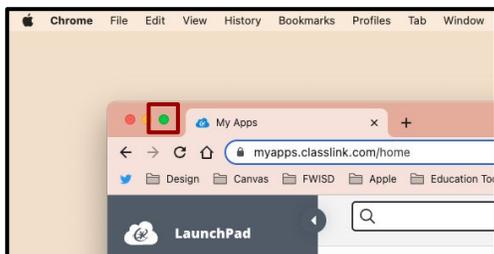
4. To return to the previous window size, click the **green button** again.
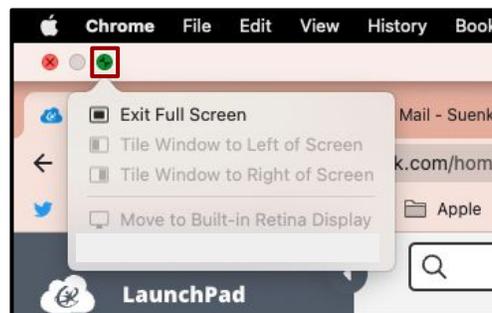
If the green and red buttons are not visible in the window, hover the cursor over the top left corner of the screen. The buttons will appear.

5. To minimize a window, click on the **yellow minimize button**. The window will minimize to the lower right hand corner of the dock.
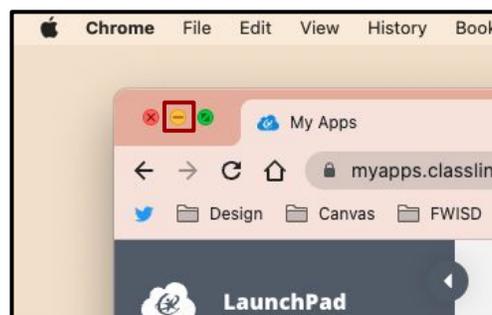
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6. To restore a minimized window, locate and click on the **window** in the Dock.

7. Finally, to close a window, click on the **red close button** in the top left hand corner of the window.