Keyboard Shortcuts

- Ctrl + x - Cut the selected item.
- Ctrl + c - Copy the selected item.
- Ctrl + v - Paste the selected item.
- Ctrl + z - Undo an action.
- Ctrl + F4 - choose the active document.
- Ctrl + a - select all items.
- Ctrl + d - delete.
- Ctrl + r - refresh the active window.
- Ctrl + y - redo an action
- Ctrl + right - move the cursor to the beginning of the next word.
- Ctrl + left - move the cursor to the beginning of the previous word.
- Ctrl + down - beginning of next paragraph.
- Ctrl + up - previous paragraph.
- Ctrl + Alt + t - use the arrow to switch between all open apps.
- Ctrl + arrow keys - resize the start menu when it's open.
- Ctrl + esc - open start.
- Ctrl + alt + del - open task manager.
- Ctrl + space - turn the chinese input method on or off.
- Alt + Tab - switch between open apps.
- Alt + F4 - close the active item or exit the active app.
- Alt + F8 - Show your password on the sign-in screen.
- Alt + ESC - cycle through items in order in which they are opened.
- Alt + Enter - display properties for the selected items.
- Alt + spacebar - open the shortcut menu for the active window.
- Alt + left arrow - go back.
- Alt + right arrow - go forward.
- Alt + page up - move up one screen.

- Alt pagedown - move down one screen.
- Alt + Shift + arrow keys - when a group or file is in focus on the start menu, move it in the direction specified.
- Ctrl + shift + arrow keys - when a group or file is in focus on the start menu, move it into the other file to create a folder.
- Ctrl + s - switch the keyboard layout when multiple screen layouts are available.
- Shift + F10 - display the shortcut menu for the selected item.
- Shift + del - delete the selected item without moving it to the recycle bin first.
- Right arrow - open the next menu to the right or open a sub menu.
- Left arrow - open the next menu to the left or close a sub menu.
- ESC - stop or leave the current task.
- F2 - Rename the selected item.
- F3 - search for a file or folder in file explorer.
- F4 - display the address bar list in file explorer.
- F5 - refresh.
- F6 - cycle through the screen element in the window.
- F10 - Active the menu bar in the active app.