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and Tricks All Users Should Know

By **Mihir Patkar** / July 2, 2018 02-07-2018 / 5 minutes

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Mihir Patkar writes on technology and productivity when he isn't binge watching re-runs.

WhatsApp Web is the easy way to use WhatsApp on any computer in the world, as long as you have your phone to sign in. Once you **set WhatsApp Web up on your PC**, these tips and tricks will make it better.

We have already covered the basics of using WhatsApp Web, what it can and can't do, and **everything you need to know about WhatsApp Web**. Now it's time to enhance WhatsApp Web with some simple tips and tricks.

Use WhatsApp Web on Your PC: The Ultimate Guide

WhatsApp Web is a quick and easy way to use WhatsApp messages on your computer. We show you how to use WhatsApp Web on your PC.

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1. Learn WhatsApp's Keyboard Shortcuts

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To take full advantage of using WhatsApp on your computer, you need to learn some keyboard shortcuts. These can make you a typing ninja, and able to do everything a bit faster. Here's a list of keyboard shortcuts that work in WhatsApp Web:

- **Ctrl + N**: Start new chat

- **Ctrl + Shift +]**: Next chat

- **Ctrl + Shift + [**: Previous chat

- **Ctrl + E**: Archive chat

- **Ctrl + Shift + M**: Mute chat

- **Ctrl + Backspace**: Delete chat

- **Ctrl + Shift + U**: Mark as unread

- **Ctrl + Shift + N**: Create new group

- **Ctrl + P**: Open profile status

Apart from these, you can also employ all of the universal **Windows keyboard shortcuts**, such as **Ctrl + Shift + Equals** to zoom and enlarge text. That goes for **Mac keyboard shortcuts** too, of course.

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Your mouse disrupts your workflow. Every time you use it, you're losing a tiny bit of focus and time. It's high time to learn powerful keyboard shortcuts for Windows, your browser, and more.

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2. Type and Search Emojis With a Keyboard

Instant messaging feels incomplete without emojis. But it takes forever to change from the keyboard to the mouse, click the emoji icon next to the text box, and then find the right emoji. There's a quicker way for keyboard warriors.

While in the regular text box, type colon (**Shift + ;/: Key**) followed by the first two letters of the emotion you want to express. You will get a prompt of matching emojis that change with each letter you type.

:th will show this:
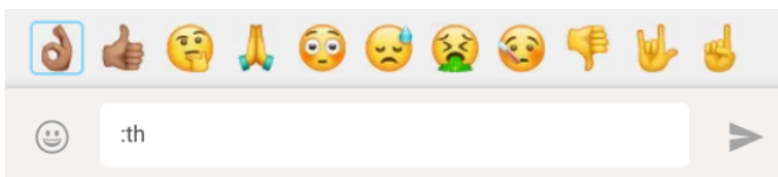
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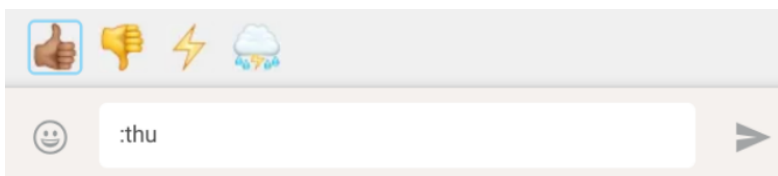
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accept. It's a much faster way to type, and it will help if you familiarize yourself with the **emoji to english dictionary**.

Everything You Need to Know About RAM,

What Does This Emoji Mean? Emoji Face Meanings Explained

Confused by the emojis in that text message you just got? Here are the commonly accepted meanings of popular emojis.

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3. Auto-Change Emoticons to Emojis (or Not)

Some emojis don't need the colon-and-type trick above. WhatsApp will auto-convert them from the **classic text emoticons**. A **helpful redditor** extracted the full list of auto-converted emoticon from WhatsApp's javascript:

 whatsapp web emoticons

That said, this auto-conversion can be annoying for some people, so there's an easy fix to keep them as emoticons. All you need is a userscript called **WhatsApp Emoticon Preserver**.

1   Install **Tampermonkey**, a cross-platform userscript manager, on your browser of choice.

2   Go to **WhatsApp Emoticon Preserver**.

3   Click the blue **Install** button.

4   Refresh the WhatsApp Web tab in your browser.

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whatsapp web multiple accounts

Some people have two phones with separate WhatsApp accounts, or maybe you use a dual-SIM phone with **multiple WhatsApp apps**. Whatever the reason, if you want to run two WhatsApp Web accounts on your computer, it's a bit tricky. You can't just open two tabs in Chrome and sign in separately.

How to Make Copies of Your Apps to Use Multiple Accounts

Want to log into different accounts within the same app? Just make a copy!

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Solution 1: The best way is to open an incognito window or different browser. So if you have one account signed into Chrome, start a new window in Incognito Mode, or fire up Opera (**Opera is better than Chrome anyway**) and go to WhatsApp Web through that. Log in as you normally would, using your other account to read the QR code.

Solution 2: If you want to stick with one browser and no incognito windows, there's an alternative method. Open a new tab and visit dyn.web.whatsapp.com. It's a proxy of the main WhatsApp Web app, is perfectly safe, and is **verified by Scam Adviser**. The only issue is that it malfunctions at times. Also, you can only use two accounts with this trick, not three or more.

 whatsapp web unread messages

As long as you have those blue tick marks enabled, people can see **the exact time you read their text**. You can switch off the Read Receipt on your phone if you want to disable this, but WhatsApp Web has something better.

How to See the Exact Time Your WhatsApp Message Was Read

Did you know you can actually find out the exact time your WhatsApp message has been read?

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If you are talking with someone and want to read their messages without them getting a read receipt, here's what you do:

1   Open the chat in your WhatsApp Web window.

2   Open a Notepad file (or any other window), and change its size so that you can see the full WhatsApp Web chat in the background.

3   Click in the Notepad file and keep your cursor there. This is the critical step, as the computer thinks you are working in a different window.

4   Messages will load in the background chat window, which you can read, without being marked as read with the blue ticks. Right now, they will be double grey ticks, meaning the messages are received by you, but not read.

antly turn blue.

The limitation of this method is that you can only read the content of one chat at a time. But how often do you really need to use this trick anyway?

6. Get WAToolkit Extension for Message Previews

whatsapp web watoolkit

In WAToolkit, Chrome users have an excellent extension to add extra features to WhatsApp Web. It adds two cool tricks, including one that lets you again read WhatsApp Web conversations without the Read Receipt.

1   **Background Notifications:** When you get a new message in WhatsApp, you no longer need to switch to the WhatsApp Web tab to read it. The WAToolkit icon's badge shows how many unread messages you have. Hover over the icon and you'll be able to preview the messages, without registering as read in your main chat.

2   **Full-Width Chat Bubbles:** By default, WhatsApp doesn't stretch a person's chat bubble across the full width of the chat window. That's why you get multi-line texts when it would easily fit in a single line of your wide desktop window. WAToolkit fixes this by turning the text bubbles full-width.

Remember, you can also **use Chrome extensions in Opera** and other browsers.

Opera is making a case for you to switch to it. There's one small problem: extensions. What if you could install Chrome extensions in Opera? It's easy, so here's a quick guide.

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Download: WAToolkit for **Chrome** (Free)

7. Increase Volume or Change Audio Playback Speed

whatsapp web zapp

Unlike the regular WhatsApp, WhatsApp Web doesn't let you **make voice calls**. However, you can send voice messages. But what do you do if that voice message is a little too soft, or perhaps a little too long?

Zapp is a WhatsApp Web extension for Chrome that lets you adjust both factors. You can increase the volume of the audio message you just got, or change the playback speed. You can go up to 2X for playback speed, and boost the volume by almost 100 percent.

Download: Zapp for **Chrome** (Free)

How to Use WhatsApp Web on Your iPad

All of these tips and tricks require you to use WhatsApp Web on a desktop computer, ideally with

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working with WhatsApp Web, so here's **how to use WhatsApp Web on your iPad or iPod**.

How to Use WhatsApp Web on Your iPad or iPod

WhatsApp Web is an easy way to use WhatsApp when you're away from your phone. Here's how to access it on an iPad or iPod.

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Explore more about: **Keyboard Shortcuts**, **WhatsApp**.

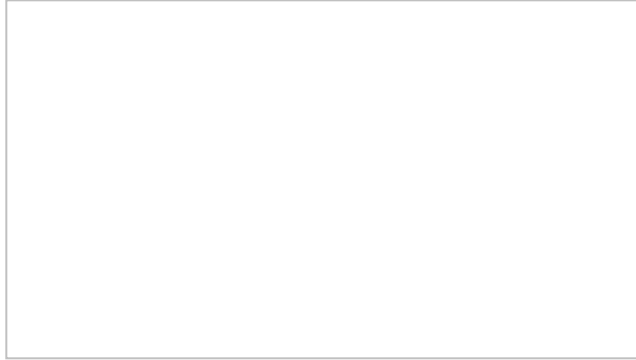**Affiliate Disclosure:** By buying the products we recommend, you help keep the site alive. .

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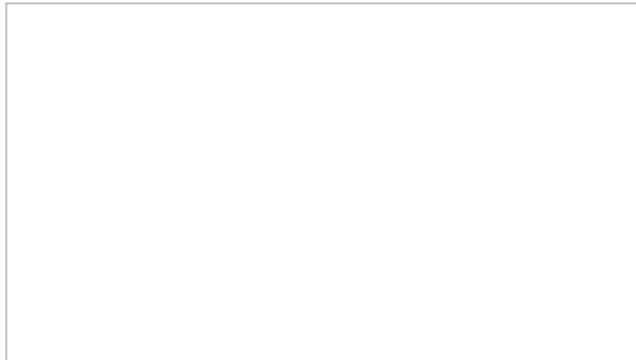**The Best New WhatsApp Features You Might Have Missed**
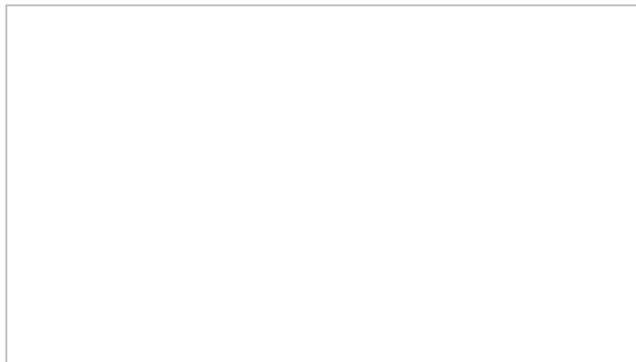
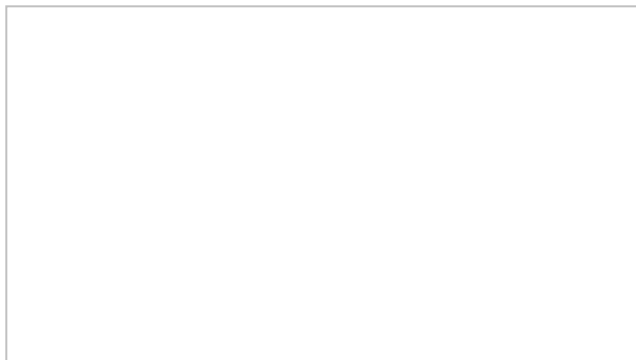**WhatsApp Video Calling Guide: Everything You Need to Know**
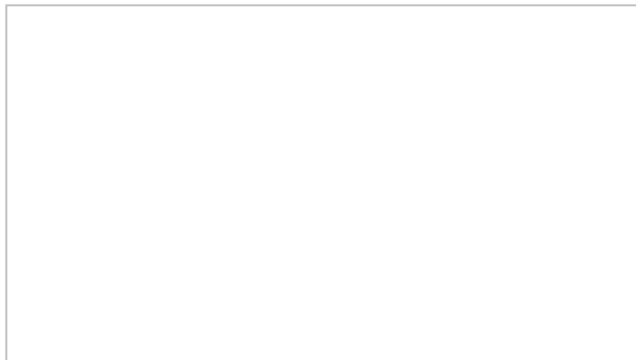
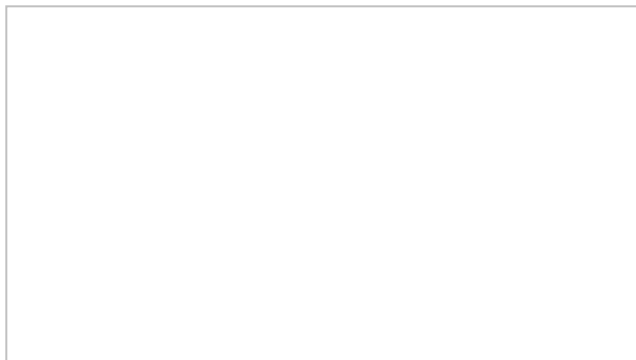**8 Reasons Telegram Is the Only Messaging App You Need**

9 Essential WhatsApp Tips and Tricks You Should Know

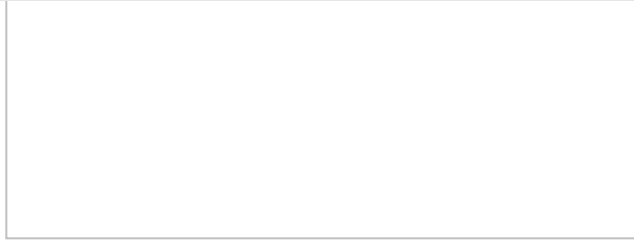**Use WhatsApp Web on Your PC: The Ultimate Guide**

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