Win + [A-Z]

- Win+, (Hold) → Peek on windows
- Win+. → Opens emoji menu
- Win+D → Minimizes all windows and go to desktop
- Win+E → Opens File Explorer
- Win+H → Opens built-in speech recognition
- Win+I → Opens settings
- Win+K → Cast screen
- Win+L → Locks Computer
- Win+P → Project screen
- Win+Q → Opens search/start menu
- Win+R → Opens Run box
- Win+Tab → Switch between apps or desktops
- Win+V → Opens Clipboard
- Win+X → Opens hidden menu
- Win+Home → Minimize all windows except the Current one
- Win+PrtScn → Capture full screen screenshot
- Win + Arrow keys (←↑→↓) → Arrange windows for multitasking

Function Keys

- F2 → Rename selected file or folder
- F11 → Minimize/Maximize window screen
- F3 → Search in windows explorer

Alt Key

- Alt+F4 → Closes current app
- Alt+Tab → Switch between apps
- **Alt+Enter** → View property of selected file
- **Alt+D** → Focus address bar in File Explorer

Ctrl Key

- Ctrl+T → Open new tab and switch to it
- Ctrl+Tab → Move to next tab
- Ctrl+Esc → Opens search/start menu
- Ctrl+1/2/3 → Move to particular tab
- Ctrl+W → Closes current tab
- Ctrl+Z → Undo
- Ctrl+Y → Redo
- Ctrl+A → Select all
- **Ctrl+C** → Copy
- **Ctrl+X** → Cut
- **Ctrl+V** → Paste

Shift Key

- Shift+Del → Permanent Delete

Mix Keys

- Ctrl+Shift+Esc → Opens Task Manager
- Ctrl+Shift+N → Create new folder
- Ctrl+Shift+T → Restore previous tabs in browser
- Win+Shift+S → Capture screenshot using snipping tool
- Win+Shift+R → Capture video using snipping tool

Microsoft Word Shortcuts

- Ctrl+B → Bold

- Ctrl+I → Italic
- Ctrl+U → Underline
- Ctrl+E → Centeralign
- Ctrl+L → Left align
- Ctrl+R → Right align
- Ctrl+J → Justify
- Ctrl+M → Increase indent
- Ctrl+Shift+M → Decrease indent
- Ctrl+T → Hanging indent
- **Ctrl+Shift+> / <** → Increase/decrease font size
- Ctrl+Arrow Keys → Move word by word
- Ctrl+Shift+Arrow Keys → Select word by word
- Ctrl+Home / Ctrl+End → Jump to beginning/end of doc
- Ctrl+Backspace → Delete previous words
- Ctrl+Delete → Delete next word
- Ctrl+Enter → Page break
- Ctrl+F → Find

Visual StudioCode Shortcuts

- Ctrl+Shift+` → Create new terminal
- Ctrl+C → Kill current command
- Ctrl+Shift+F → Find in workspace
- Ctrl+Shift+D → Open Run & Debug
- Ctrl+Shift+X → Open Extensions
- Ctrl+` → Toggle terminal
- Alt+Up/Down → Move line up/down
- Shift+Alt+Up/Down → Copy line up/down
- Ctrl+Shift+K → Delete entire line
- Ctrl+Enter → Insert line below
- Ctrl+Shift+Enter → Insert line above