

WINDOWS SHORTCUTS & COMMAND PROMPTS CHEAT SHEET

GENERAL SHORTCUTS

Opens Start Menu

Windows Key

Opens Quick Settings

Windows Key + A

Opens Microsoft Teams Chat

Windows Key + C

Show or hide desktop

Windows Key + D

Open File Explorer

Windows Key + E

Open Feedback Hub

Windows Key + F

Open Xbox Game Bar

Windows Key + G

Open Voice Typing

Windows Key + H

Open Settings

Windows Key + I

Open Cast settings

Windows Key + K

Lock the screen

Windows Key + L

Minimize all windows

Windows Key + M

Open Notification Center and Calendar

Windows Key + N

Open Display options for screen mirroring

Windows Key + P

Open Run dialog

Windows Key + R

Open Search

Windows Key + S

Cycle through taskbar items

Windows Key + T

Open Accessibility Settings

Windows Key + U

Open Clipboard History

Windows Key + V:

Open Windows Widgets

Windows Key + W

Open the Quick Link menu

Windows Key + X

Open Snap Layouts

Windows Key + Z

Open Accessibility Settings

Windows Key + U

Open Clipboard History

Windows Key + V

MULTITASKING AND WINDOW MANAGEMENT

Snap window to left, right, top, or bottom of the screen

Windows Key + Arrow Keys

Open Task View

Windows Key + Tab

Create a new virtual desktop

Windows Key + Ctrl + D

Switch between virtual desktops

Windows Key + Ctrl + Left/Right Arrow

Close the current virtual desktop

Windows Key + Ctrl + F4

SCREEN CAPTURE

Capture a screenshot and save it to the Pictures folder

Windows Key + PrtScn

Open Snipping Tool for screen clipping

Windows Key + Shift + S

Capture a screenshot of the active window

Windows Key + Alt + PrtScn

ACCESSIBILITY

Open Magnifier and zoom in

Windows Key + Plus (+)

Zoom out with Magnifier

Windows Key + Minus (-)

Exit Magnifier

Windows Key + Esc

Enable Narrator

Windows Key + Ctrl + Enter

TASKBAR

Open the taskbar app pinned at that number position

Windows Key + 1-9

Cycle through apps on the taskbar

Windows Key + T

Open a new instance of the app

Shift + Click on Taskbar App

FILE EXPLORER SHORTCUTS

Open a new File Explorer window

Ctrl + N

Create a new folder

Ctrl + Shift + N

Select the address bar

Alt + D

Display all folders above the selected folder

Ctrl + Shift + E

COMMON SHORTCUTS

Copy selected item

Ctrl + C

Cut selected item

Ctrl + X

WINDOWS SHORTCUTS & COMMAND PROMPTS CHEAT SHEET

Paste copied or cut item

Ctrl + V

Undo

Ctrl + Z

Redo

Ctrl + Y

Select all items in a window

Ctrl + A

Switch between open apps

Alt + Tab

COMMAND PROMPT (CMD)

SYSTEM FILE CHECKER(SFC)

Scans and repairs corrupted or missing system files.

sfc /scannow

Scans system files without making repairs

sfc /verifyonly

Scans a specific file for corruption and repairs it if necessary

sfc /scanfile=<file>

Verifies integrity of a specific file but does not repair

sfc /verifyfile=<file>

DEPLOYMENT IMAGING SERVICE AND MANAGEMENT (DISM)

the Windows image for any corruption

dism /online /cleanup-image /scanhealth

Checks if the image has any corruption and whether it's repairable

dism /online /cleanup-image /check-health

Repairs a corrupted Windows image

dism /online /cleanup-image /restore-health

CHECK DISK (CHKDSK)

Scans and fixes errors on the disk

chkdsk /f

Finds bad sectors on the disk and recovers readable information

chkdsk /r

Runs an online scan on NTFS volumes for issues without taking the drive offline.

chkdsk /scan

SYSTEM INFORMATION AND DIAGNOSTICS

Displays detailed information about the system configuration, including OS version, installed updates, hardware info, and more.

systeminfo

Lists all installed drivers on the system.

driverquery

Displays all running processes with PID and memory usage

tasklist

Ends a process by PID (useful to terminate unresponsive tasks).

taskkill /PID <pid>

Displays detailed network configuration, including IP, MAC, and DNS information.

ipconfig /all

NETWORK DIAGNOSTICS AND CONFIGURATION

Checks network connectivity to a specified IP or hostname

ping <hostname/IP>

Shows the path packets take to reach the destination, useful for diagnosing network delays

tracert <hostname/IP>

Clears the DNS resolver cache, useful for resolving network connectivity issues.

ipconfig /flushdns

Resets the network stack to fix issues like connection problems.

netsh winsock reset

POWER AND PERFORMANCE

Generates a report about energy consumption and efficiency (stored as an HTML file).

powercfg /energy

Creates a report on battery usage and performance

powercfg /batteryreport

Opens Task Manager

taskmgr

Opens System Configuration for managing startup programs and boot options.

msconfig

WINDOWS UPDATED

Forces Windows to check for updates immediately.

wuauclt /detectnow

Initiates the download and installation of available updates

wuauclt /updatenow

WINDOWS SHORTCUTS & COMMAND PROMPTS CHEAT SHEET

LOCAL USER MANAGEMENT

Lists all user accounts on the local machine

`net user`

Creates a new user account with a specified username and password.

`net user <username> <password> /add`

Deletes a specified user account

`net user <username> /delete`

WINDOWS TROUBLESHOOTING TOOLS

Launches the Performance Monitor to generate a system health report.

`perfmon /report`

Opens Event Viewer for reviewing system, application, and security logs.

`eventvwr`

Opens the Disk Partition tool, useful for disk partition management.

`diskpart`

Opens Disk Cleanup utility for deleting unnecessary files and freeing up disk space.

`cleanmgr`

FILE AND FOLDER MANAGEMENT

Lists files and directories in the current directory

`dir`

Changes directory

`cd <path>`

Copies files from one location to another

`copy <source> <destination>`

Deletes a specified file

`del <filename>`

Creates a new folder

`mkdir <foldername>`

Deletes a directory and its contents

`rmdir <foldername> /s /q`