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| **Windows keyboard shortcuts** | **Function** |
| **Windows**+1, +2, etc. | Switch to the desktop and launch the *n*th application in the taskbar. For example, +1 launches whichever application is first in the list, numbered from left to right. |
| **Windows**+A | Open the action center. |
| **Windows**+B | Highlight the notification area. |
| **Windows**+C | Launch Cortana into listening mode. Users can begin to speak to Cortana immediately |
| **Windows**+D | Switch between **Show Desktop** (hides/shows any applications and other windows) and the previous state. |
| **Windows**+E | Switch to the desktop and launch File Explorer with the **Quick Access** tab displayed. |
| **Windows**+H | Open the **Share**  charm. |
| **Windows**+I | Open the **Settings**  app. |
| **Windows**+K | Open the **Connect** pane to connect to wireless displays and audio devices. |
| **Windows**+L | Lock the device and go to the **Lock** screen. |
| **Windows**+M | Switch to the desktop and minimize all open windows. |
| **Windows**+O | Lock device orientation. |
| **Windows**+P | Open the **Project** pane to search and connect to external displays and projectors. |
| **Windows**+R | Display the **Run** dialog box. |
| **Windows**+S | Launch Cortana. Users can begin to type a query immediately. |
| **Windows**+T | Cycle through the apps on the taskbar. |
| **Windows**+U | Launch the Ease of Access Center. |
| **Windows**+V | Cycle through notifications. |
| **Windows**+X | Open the advanced menu in the lower-left corner of the screen. |
| **Windows**+Z | Open the app-specific command bar. |
| **Windows**+ENTER | Launch Narrator. |
| **Windows**+SPACEBAR | Switch input language and keyboard layout. |
| **Windows**+TAB | Open Task view. |
| **Windows**+, | Peek at the desktop. |
| **Windows**+Plus Sign | Zoom in. |
| **Windows**+Minus Sign | Zoom out. |
| **Windows**+ESCAPE | Close Magnifier. |
| **Windows**+LEFT ARROW | Dock the active window to the left half of the monitor. |
| **Windows**+RIGHT ARROW | Dock the active window to the right half of the monitor. |
| **Windows**+UP ARROW | Maximize the active window vertically and horizontally. |
| **Windows**+DOWN ARROW | Restore or minimize the active window. |
| **Windows**+SHIFT+UP ARROW | Maximize the active window vertically, maintaining the current width. |
| **Windows**+SHIFT+ DOWN ARROW | Restore or minimize the active window vertically, maintaining the current width. |
| **Windows**+SHIFT+LEFT ARROW | With multiple monitors, move the active window to the monitor on the left. |
| **Windows**+SHIFT+RIGHT ARROW | With multiple monitors, move the active window to the monitor on the right. |
| **Windows**+HOME | Minimize all nonactive windows; restore on second keystroke. |
| **Windows**+PRNT SCRN | Take a picture of the screen and place it in the **Computer>Pictures>Screenshots** folder. |
| **Windows**+CTRL+LEFT/RIGHT arrow | Switch to the next or previous virtual desktop. |
| **Windows**+CTRL+D | Create a new virtual desktop. |
| **Windows**+CTRL+F4 | Close the current virtual desktop. |
| **Windows**+? | Launch the Windows Feedback App. |

[[1]](#endnote-1)

1. [↑](#endnote-ref-1)