# Shortcuts

## word

^X + f show navigation

**Select word shift + f1 reveal formatierung**

^X + end go to end of document

## WINDOWS

**Windows + shift + s** screenshot

**Alt + tab** change window

**Alt + shift + tab** change window

**Window + arrow** split screen

F1 hilfe

F2 umbennen

Esc verlassen

F5 aktualisieren

Strg a alles markieen

Strg c copieren

Strg x schneiden

Str v einfuegen

Str s speichern

Str z rueckgäangig

Str y vorwaets

Str f find

Str p print

Str enter Seiten umbruch

Str pos1 anfang vom text

Str ende end vom text

Str <> wort plus minus

Win r run

Win e explorer öffnen

Win l log out

Win p presentations modus

Alt f4 alles schliessen

Alt f4 enter auf dem desktop runter fahren

[ncpa.cpl](https://www.bing.com/ck/a?!&&p=0e0bdd1d5c53b649JmltdHM9MTY2ODM4NDAwMCZpZ3VpZD0zZDZmMDgzNy1lN2E1LTZjZDAtMTU0My0xOWU2ZTY5NjZkY2UmaW5zaWQ9NTE4Ng&ptn=3&hsh=3&fclid=3d6f0837-e7a5-6cd0-1543-19e6e6966dce&psq=ncpacpl&u=a1aHR0cHM6Ly93d3cucHJvY2Vzc2xpYnJhcnkuY29tL2RlL2RpcmVjdG9yeS9maWxlcy9uY3BhLzQ0MjE5Mi8&ntb=1) open netwerverbindung

mmc.exe MMC Microsoft Management Console

win + I windows einstellung/settings

## ECLIPSE

^X + shift + 7 one comment

/\* +enter more comment

^X + alt + up or down

Str shift f format

Syso + ^X + empty space System.out.printl

Main + ^X + leer taste -> public static void main(String[] args…

duplicate a codeline via the shortcut **CTRL+ALT+Up/Down**

## Notepad

Shift+ [arrow]: select upper row or down row.

Ctrl+C Copy

Ctrl+X Cut

Ctrl+V Paste

Ctrl+Z Undo

Ctrl+Y Redo

Ctrl+A Select All

Ctrl+D Duplicate Current Line

Ctrl+L Delete Current Line

Ctrl+T Switch the current line position with the previous line position

Ctrl+Shft+Up Move current Line Up

Ctrl+Shft+Down Move Current Line Down

Ctrl+Shft+BackSpace Delete to start of line

Ctrl+Shft+Delete Delete to end of line

Ctrl+U Convert to lower case

Ctrl+Shift+U Convert to upper case

Ctrl+Shft+T Copy current line to clipboard

Powershell ise

F5 run

## MYsql

F5 refresh

Control + enter do query

VISUAL STUDI CODE

Alt + z -> break long lines

Str + # -> comment

# Terminal

Alt shift + neues fenster vertikal

Alt shift - neues fenster Horizontal

X^ shift t neues tab

X^ shift 1-9 neuer tab

Alt (↑ ↓ → ←) fenster wechseln

# EXCEL

An MARKIERUNG Anpassen

Zoom an cliqkn

=D6\*(1+$C$3) DOLLAR with F4