

Windows Shortcut Keys

- **Windows Key + R:** Opens the Run menu.
- **Windows Key + E:** Opens Explorer.
- **Alt + Tab:** Switch between open programs.
- **Windows Key + Up Arrow:** Maximize current window.
- **Ctrl + Shift + Esc:** Open Task Manager.
- **Windows Key + Break:** Opens system properties.
- **Windows Key + F:** Opens search for files and folders.
- **Windows Key + D:** Hide/display the desktop.
- **Alt + Esc:** Switch between programs in order they were opened.
- **Alt + Letter:** Select menu item by underlined letter.
- **Ctrl + Esc:** Open Start menu.
- **Ctrl + F4:** Close active document (does not work with some applications).
- **Alt + F4:** Quit active application or close current window.
- **Alt + Spacebar:** Open menu for active program.
- **Ctrl + Left or Right Arrow:** Move cursor forward or back one word.
- **Ctrl + Up or Down Arrow:** Move cursor forward or back one paragraph.
- **F1:** Open Help menu for active application.
- **Windows Key + M:** Minimize all windows.
- **Shift + Windows Key + M:** Restore windows that were minimized with previous keystroke.
- **Windows + F1:** Open Windows Help and Support.
- **Windows + Tab:** Open Task view.
- **Windows + Break:** Open the System Properties dialog box.
- **Hold Right SHIFT key for eight seconds:** Switch FilterKeys on and off.
- **Left Alt + Left Shift + Print Screen:** Switch High Contrast on and off.
- **Left Alt + Left Shift + Num Lock:** Switch Mouse keys on and off.
- **Press Shift five times:** Switch Sticky keys on and off.
- **Hold Num Lock for five seconds:** Switch Toggle keys on and off.

Internet Explorer Shortcut Keys

- **Alt + Left Arrow/Backspace:** Go back to the previous page.
- **Alt + Right Arrow:** Go to next page.
- **F5:** Refresh page.
- **F11:** Toggle between full-screen and regular view.
- **Esc:** Stop downloading a page.
- **Ctrl + (+ or -):** Zoom in or out of page by 10%.

- **Ctrl + Enter:** Adds www. at the beginning and .com to the end of any text entered in the Address bar.
- **Ctrl + D:** Add the current site to your favorites.
- **Ctrl + I:** View your favorites.
- **Ctrl + N:** Open a new window.
- **Ctrl + P:** Print the current page.
- **Ctrl + T:** Open a new tab.
- **Ctrl + F4:** Closes tabs in the background.
- **Ctrl + Tab:** Switch between tabs.
- **Spacebar:** Click the notification bar.
- **Shift + Spacebar:** Move up one page.
- **Alt + Down Arrow:** Move a selected item down the favorites list.

File Explorer Shortcuts

- **End:** Display bottom of current window.
- **Home:** Display top of current window.
- **Left Arrow:** Collapse the current selections or select a parent folder.
- **Right Arrow:** Display the current selection or select the first subfolder.