

Windows Keyboard Shortcuts

This is a small list of the most commonly used shortcuts. The action of some shortcuts have different effects depending on what version of Windows or program you are using. For a full list of each Windows version go to:

<http://windows.microsoft.com/en-us/windows/keyboard-shortcuts#keyboard-shortcuts=windows-8>

CTRL+C: Copy

CTRL+X: Cut

CTRL+V: Paste

CTRL+Z: Undo

CTRL+A: Select all the items in the current window

F2: Rename object

F5: Refresh the current window

ALT+TAB: Switch between open programs

ALT+F4: Closes the current window

CTRL+ALT+DELETE: Opens Windows Task Manager

CTRL+SHIFT+ESC: Opens Windows Task Manager

SHIFT+DELETE: Delete item permanently

Windows Logo: Start menu

Windows Logo+F1: Help

Windows Logo+E: Windows Explorer

Windows Logo+R: Run dialog box

Windows Logo+L: Lock the computer

Windows Logo+M: Minimize all

SHIFT+Windows Logo+M: Undo minimize all

Windows Logo+F: Find files or folders

Windows Logo+S: Open Search dialog box

Windows Logo+D: Minimizes all open windows and displays the desktop

Windows Logo+TAB: Cycle through taskbar buttons

Windows Logo+Break: System Properties dialog box