

Windows Keyboard Shortcuts

This lists many of the keyboard shortcuts that can be found in Windows operating systems. Keep in mind that not all of these shortcuts work in all versions of Windows or may perform a different task than listed here.

ALT or F10	Highlights the menu options at the top of an application which can then be browsed using the arrow keys.
ALT + TAB	Cycle through open programs. Continue pressing TAB to switch to the desired application. When highlighted, releasing the ALT key will select it.
ALT + ESC	Cycle through open programs. Continue pressing the Esc key to cycle.
ALT + F4	Close active application.
CTRL + ALT + Delete (Windows 9x)	Reboot/Shutdown the computer.
CTRL + ALT + Delete (Windows NT, 2000, XP)	Launches Windows security screen.
CTRL + Print Screen	Takes a screenshot of the current view which can be pasted into a graphics program such as Paint or Photoshop.
CTRL + A	Selects all items currently on the screen. Give it a try right now to see what it does.
CTRL + C	Copy an item to the clipboard. Typically, the text, image or file that will be copied must first be selected.
CTRL + V	Paste item from the clipboard.
CTRL + X	Cut (remove) an item and paste it to the clipboard.
CTRL + S	Save the currently active document
CTRL + P	Prints active document
CTRL + N	Opens a new document/window for the active application
CTRL + Z	Undo action. This reverts the last action that you have taken.
CTRL + Y	Redo action
F1	When viewing the Desktop, this opens Windows Help. When working with an application, it launches the help files for that particular application.
F2	Rename file. Click once on a file's icon and hit F2. This will highlight the name of the file and allow you to rename it.
F3	Find. Within an application, this opens up a search box that will search your open document. In Windows, it will open Windows Search.
F4	Expands a drop down menu. For example, in Internet Explorer, F4 will drop down the "Address" menu.
F5	Refresh/reload active window.
Windows Key or CTRL + ESC	Shows or hides the Start Menu

Windows Key + Pause/Break	Launches System Properties
Windows Key + D or M	Minimizes active windows
Windows Key + E	Launches "My Computer"
Windows Key + F	Launches "Search For Files and Folders"
Windows Key + R	Launches the "Run" dialogue box
Windows Key + CTRL + F	Launches the "Search For Computers"
Windows Key + U	Opens Utility Manager. Utility Manager is an accessibility utility that enables you to check the status of accessibility programs (Microsoft Magnifier, Narrator, On-Screen Keyboard) and to start or stop them.
HOME	In word processing applications this will take you to the beginning of the current line. In other apps, it may take you to the top of the page.
END	In word processing applications this will take you to the end of the current line. In other apps, it may take you to the bottom of the page.
CTRL + HOME	Moves cursor to the top of the page.
CTRL + End	Moves cursor to the bottom of the page.
Page Up	Moves the cursor in your document or screen up one page.
Page Down	Moves the cursor in your document or screen down one page.

Here are some of the more odd keyboard shortcuts.

Hold Right SHIFT for 8 seconds	Switches FilterKeys on and off.
Left ALT + Left Shift + Print Screen	Switch High Contrast mode on and off.
Left ALT + Left Shift + NUM LOCK	Switch MouseKeys on and off.
Press SHIFT 5 times	Switch StickyKeys on and off.
Hold NUM LOCK for 5 seconds	Switch ToggleKeys on and off.