

Windows 11 Keyboard Shortcuts

Microsoft Windows	Microsoft Windows (cont)	Microsoft Windows (cont)	Microsoft Windows (cont)	Dialog Box (cont)	Microsoft Internet Explorer Keyboard Shortcuts	Microsoft Natural Keyboard Shortcuts (cont)
shortcut action	CTRL+SHIFT with any of the arrow keys	CTRL+SHIFT Highlight a block of text	SHIFT+F10 Display the shortcut menu for the selected item	SHIFT+TAB Move backward through the options	CTRL+B Open the Organize Favorites dialog box	Windows Search for a file or a folder
CTRL+C Copy	SHIFT with any of the arrow keys	SELECT more than one item in a window or on the desktop, or select text in a document	ALT+SPACE BAR System menu for the active window	ALT+Underlined letter Perform the corresponding command or select the corresponding option	CTRL+Windows Logo+F Search for computers	CTRL+Windows Logo+F Display Windows Help
CTRL+Z undo	CTRL+A	SELECT all	CTRL+ESC Display the Start menu	ENTER Perform the command for the active option or button	CTRL+F Start the Find utility	Windows Lock the keyboard
CTRL+X Cut	F3 key	SEARCH for a file or a folder	F10 key Activate the menu bar in the active program	SPACEBAR Select or clear the check box if the active option is a check box	CTRL+H Open the History bar	Windows Logo+L Open the Run dialog box
CTRL+V Paste	ALT+ENTER	VIEW the properties for the selected item	RIGHT ARROW Open the next menu to the right, or open a submenu	Arrow keys Select a button if the active option is a group of option buttons	CTRL+I Open the Favorites bar	Windows Logo+U Open Utility Manager
SHIFT+DELETE Delete the selected item permanently without placing the item in the Recycle Bin	ALT+F4	CLOSE the active item, or quit the active program	LEFT ARROW Open the next menu to the left, or close a submenu	F1 key Display Help	CTRL+L Open the Open dialog box	Windows Logo+R Open the Run dialog box
CTRL while dragging an item	ALT+TAB	SWITCH between the open items	F5 key Update the active window	F4 key Display the items in the active list	CTRL+N Start another instance of the browser with the same Web address	Windows Logo+U Open Utility Manager
CTRL+SHIFT while dragging an item	ALT+ESC	CYCLE through items in the order that they had been opened	BACKSPACE View the folder one level up in My Computer or Windows Explorer	F1 key Display Help	CTRL+O Open the Open dialog box; the same as CTRL+L	Windows Logo+U Open Utility Manager
F2 key Rename the selected item	F6 key	CYCLE through the screen elements in a window or on the desktop	ESC Cancel the current task	F1 key Display Help	CTRL+P Open the Print dialog box	Windows Logo+U Open Utility Manager
CTRL+RIGHT ARROW Move the insertion point to the beginning of the next word	F4 key	DISPLAY the Address bar list in My Computer or Windows Explorer	Dialog Box	F4 key Display the items in the active list	CTRL+R Update the current Web page	Windows Logo+U Open Utility Manager
CTRL+LEFT ARROW Move the insertion point to the beginning of the previous word			CTRL+TAB Move forward through the tabs	BACKSPACE Open a folder one level up if a folder is selected in the Save As or Open dialog box	CTRL+W Close the current window	Windows Logo+U Open Utility Manager
CTRL+DOWN ARROW Move the insertion point to the beginning of the next paragraph			CTRL+SHIFT+TAB Move backward through the tabs	WINDOWS Explorer Keyboard Shortcuts	CTRL+Windows Logo+W Close the current window	Windows Logo+U Open Utility Manager
CTRL+UP ARROW Move the insertion point to the beginning of the previous paragraph			FT+TAB Move forward through the tabs	WINDOWS End Display the bottom of the active window	CTRL+Windows Logo+P Open the Print dialog box	Windows Logo+U Open Utility Manager
			TAB Move forward through the options	HOME Display the top of the active window	CTRL+Windows Logo+R Update the current Web page	Windows Logo+U Open Utility Manager
				NUM Display all of the subfolders that are under the selected folder	Microsoft Natural Keyboard Shortcuts	Windows Logo+U Open Utility Manager
				NUM Display the contents of the selected folder sign (+)	Windows Logo+Windows Logo Display the content of all console windows	Windows Logo+U Open Utility Manager
					Windows Logo+Windows Logo Start menu	Windows Logo+U Open Utility Manager
					Windows Logo+Windows Logo Display the System Properties dialog box	Windows Logo+U Open Utility Manager
					Windows Logo+Windows Logo Minimize all of the windows	Windows Logo+U Open Utility Manager
					Windows Logo+Windows Logo Restore the minimized windows	Windows Logo+U Open Utility Manager
					Windows Logo+Windows Logo Open My Computer	Windows Logo+U Open Utility Manager
					Windows Logo+Windows Logo Computer	Windows Logo+U Open Utility Manager
					Windows Logo+Windows Logo Close the active console window. When a console has only one console window, this shortcut closes the console	Windows Logo+U Open Utility Manager
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