













Windows Keyboard Shortcuts

Below is a list of common Windows keyboard shortcuts. To activate them, you will need to press the Windows logo key  and press the designated key to get the desired action.

Key(s)	Command
	To open Start menu
 + E	To open Windows Explorer
 + L	To switch user on Windows XP
 + D	To show desktop
 + F	To open search utility
CTRL +  + F	To find computer
 + M	To minimize all windows
Shift +  + M	To undo minimize all windows
 + R	To open the Run dialog box
 + Tab	To jump through taskbar buttons
 + Break	To open System Properties dialog box

Below is a list of general Windows keyboard commands:

Key(s)	Command
F1	To start Windows help
Ctrl + A	To select all
Ctrl + C	To copy
Ctrl + V	To paste
Ctrl + X	To cut
Ctrl + B	To make the selected text bold
Ctrl + F	To open find dialog box
Ctrl + H	To open find and replace dialog box
Ctrl + G	To open the "Go To" dialog box
Ctrl + O	To open a document
Ctrl + P	To print current document
Ctrl + S	To save current document
Ctrl + Y	To redo the previous action
Ctrl + Z	To undo the last action
Alt + Print Screen	To capture/print active windows
Alt + F4	To close an application
Alt + Tab	To toggle between different Applications

You can find more on keyboard shortcuts at: <http://support.microsoft.com/kb/301583>