

Common Computer Shortcuts

Basic Shortcuts

- **Copy:** Ctrl + C
- **Cut:** Ctrl + X
- **Paste:** Ctrl + V
- **Undo:** Ctrl + Z
- **Redo:** Ctrl + Y
- **Select All:** Ctrl + A
- **Save:** Ctrl + S
- **Print:** Ctrl + P
- **Open:** Ctrl + O

Navigation Shortcuts

- **Switch Between Applications:** Alt + Tab
- **Minimize All Windows:** Windows + M
- **Restore Minimized Windows:** Windows + Shift + M
- **Open Task Manager:** Ctrl + Shift + Esc
- **Open File Explorer:** Windows + E
- **Lock Screen:** Windows + L
- **Open Start Menu:** Ctrl + Esc or Windows Key
- **Open Settings:** Windows + I
- **Search:** Windows + S or Windows + Q
- **Open Action Center:** Windows + A
- **Open Run Dialog Box:** Windows + R
- **Open Quick Link Menu:** Windows + X

Window Management Shortcuts

- **Maximize Window:** Windows + Up Arrow
- **Minimize Window:** Windows + Down Arrow
- **Snap Window to Left:** Windows + Left Arrow
- **Snap Window to Right:** Windows + Right Arrow
- **Cycle Through Open Apps (Task View):** Windows + Tab
- **Close Current Window:** Alt + F4
- **Minimize Current Window:** Windows + Down Arrow (if maximized)
- **Switch Virtual Desktops:** Windows + Ctrl + Left/Right Arrow
- **Create New Virtual Desktop:** Windows + Ctrl + D
- **Close Current Virtual Desktop:** Windows + Ctrl + F4

Text Formatting Shortcuts

- **Bold:** Ctrl + B
- **Italic:** Ctrl + I
- **Underline:** Ctrl + U
- **Increase Font Size:** Ctrl + Shift + >
- **Decrease Font Size:** Ctrl + Shift + <

Browser Shortcuts

- **Open New Tab:** Ctrl + T
- **Close Tab:** Ctrl + W
- **Reopen Closed Tab:** Ctrl + Shift + T
- **Open New Window:** Ctrl + N
- **Open New Incognito/Private Window:** Ctrl + Shift + N
- **Refresh Page:** Ctrl + R or F5
- **Find on Page:** Ctrl + F
- **Open Developer Tools:** Ctrl + Shift + I
- **Go to Address Bar:** Ctrl + L or F6
- **Open History:** Ctrl + H
- **Open Downloads:** Ctrl + J