



Windows® 8 Short cuts

Common keys used in shortcuts



Action

- Copy
- Cut
- Paste
- Redo
- Undo
- Return to the home screen
- Universal Search (works at Home screen)
- Show/Hide Desktop, minimize/restore open apps
- Lock the Screen
- Cycle through open apps
- Minimize all active Desktop applications
- Maximize all active Desktop applications
- Minimize current application
- Maximize current application
- Display all connected devices
- Close current window/app
- Display Properties of a selected item

Shortcut

- Ctrl + C
- Ctrl + X
- Ctrl + V
- Ctrl + Y
- Ctrl + Z



type anything



Action

- Open the Charms menu
- Open the Search Charm
- Open the Settings Charm
- Access the Settings Search
- Open the Share Charm
- Snapping Apps (to the left side of the screen)
- Snapping Apps (to the right side of the screen)
- “Peek”at the Desktop (minimizes all apps while you hold the keys)
- Display the app-specific commands bar at the bottom
- Take a screenshot (automatically saves in Pictures folder)
- Access the Windows Tools Menu
- Lock the computer, switch to a different user, sign out, change password, open Task Manager, and shut down and restart computer

Shortcut

- Windows key + C
- Windows key + Q
- Windows key + I
- Windows key + W
- Windows key + H
- Windows key + .



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Shortcut

Ctrl + C
Ctrl + X
Ctrl + V
Ctrl + Y
Ctrl + Z

type anything
 + D
 + L
 + Tab →
 + M
 +  + M
 + ↓
 + ↑
 + K
Alt + F4
Alt + Del

Action

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Access the Settings Search
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“Peek” at the Desktop (minimizes all apps while you hold the keys)
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Take a screenshot (automatically saves in Pictures folder)
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Shortcut

 + C
 + Q
 + I
 + W
 + H
 + .
 + H
 + ,
 + Z
 + 
 + X
Ctrl + Alt + Del