

OVER 500 WINDOWS KEYBOARD SHORTCUTS!

Dialog Box Keyboard Shortcuts

If you press SHIFT+F8 in extended selection list boxes, you enable extended selection mode. In this	
CTRL+TAB	Move forward through the tabs
CTRL+SHIFT+TAB	Move backward through the tabs
TAB	Move forward through the options
SHIFT+TAB	Move backward through the options
ALT+Underlined letter	Perform the corresponding command or select the corresponding option
ENTER	Perform the command for the active option or button
SPACEBAR	Select or clear the check box if the active option is a check box
Arrow keys	Select a button if the active option is a group of option buttons
F1 key	Display Help
F4 key	Display the items in the active list
BACKSPACE	Open a folder one level up if a folder is selected in the Save As or Open dialog box

Windows Key Shortcuts

Windows Logo	Display or hide the Start menu
Windows Logo+BREAK	Display the System Properties dialog box
Windows Logo+D	Display the desktop
Windows Logo+M	Minimize all of the windows
Windows Logo+SHIFT+M	Restore the minimized windows
Windows Logo+E	Open My Computer
Windows Logo+F	Search for a file or a folder
CTRL+Windows Logo+F	Search for computers
Windows Logo+F1	Display Windows Help
Windows Logo+ L	Lock the keyboard
Windows Logo+R	Open the Run dialog box
Windows Logo+U	Open Utility Manager

Accessibility Keyboard Shortcuts

Right SHIFT for eight seconds	Switch FilterKeys either on or off
Left ALT+left SHIFT+PRINT SCREEN	Switch High Contrast either on or off
Left ALT+left SHIFT+NUM LOCK	Switch the MouseKeys either on or off
SHIFT five times	Switch the StickyKeys either on or off
NUM LOCK for five seconds	Switch the ToggleKeys either on or off
Windows Logo +U	Open Utility Manager

Windows Explorer Keyboard Shortcuts

END	Display the bottom of the active window
HOME	Display the top of the active window
NUM LOCK+Asterisk sign (*)	Display all of the subfolders that are under the selected folder
NUM LOCK+Plus sign (+)	Display the contents of the selected folder
NUM LOCK+Minus sign (-)	Collapse the selected folder
LEFT ARROW	Collapse the current selection if it is expanded, or select the parent folder
RIGHT ARROW	Display the current selection if it is collapsed, or select the first subfolder

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