



General Windows 7 Shortcuts

- Win + up – maximize the current window
 - Win + down – restore down or minimize current windows
 - Win + leftdow – dock the current window to the left half of the screen
 - Win + rightdow – dock the current window to the right half of the screen
 - Win + number – activate and run the program pinned on windows 7 taskbar, running program won't be affected
 - Win + home – minimize all but the current window
 - Win + space – makes all windows transparent so you can see through to the desktop
 - Win + pause or break – open system properties
 - Win + tab – flip aero 3d [press tab to cycle between windows]
 - Win + b – move focus to notification tray (the right-most portion of the taskbar)
 - Win + d – show/hide desktop
 - Win + e – windows explorer is launched
 - Win + f – search
 - Win + g – bring all gadgets on top and foreground
 - Win + l – lock computer
 - Win + m – minimize all windows
 - Win + p – open the projection menu (generally used for laptops connected to projectors)
 - win + r – run command is launched.
 - Win + s – onenote screen clipping tool
 - Win + t – show preview thumbnail of running applications in windows taskbar one by one without mouse over
 - Win + x – mobility center
 - Win + # – quicklaunch
 - Win + = – magnifier
 - Win + + or - – enables the magnifier and zooms in/out
 - Win + shift + up – maximize vertical size
 - Win + shift + down – restore vertical size
 - Win + Shift + Leftdow – Jump to left monitor
 - Win + Shift + Right – Jump to right monitor
 - Win + Shift + M – Undo all Window minimization
 - Win + Shift + T – Cycles backwards
 - Win + Ctrl + F – Opens the Active Directory Find Computers dialog
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- Ctrl + Right – Move the cursor to the beginning of the next word
 - Ctrl + Left – Move the cursor to the beginning of the previous word
 - Ctrl + Up – Move the cursor to the beginning of the previous paragraph
 - Ctrl + Down – Move the cursor to the beginning of the next paragraph
 - Ctrl + Click – A pinned taskbar icon to cycle through the program's open Windows (e.g. IE)
 - Ctrl + Win + Tab – Persistent flip 3D
 - Ctrl + Shift with an arrow key – Select a block of text
 - Ctrl + arrow + Spacebar – Select multiple individual items in a Window or on the desktop
 - Ctrl + Shift + Esc – Open Task Manager directly
 - Ctrl + Shift + N – Create new folder
-
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Ease of Access shortcuts

- Right Shift for eight seconds – Turn Filter Keys on and off
- Left Alt+left Shift+PRINTSCREEN (or PRTSCRN) – Turn High Contrast on or off
- Left Alt+left Shift+NUMLOCK – Turn Mouse Keys on or off
- Shift five times – Turn Sticky Keys on or off
- NUMLOCK for five seconds – Open the Ease of Access Center
- Win + U – Cycle through all open Windows

Windows Explorer shortcuts

- Alt + Leftdown – Go back
- Alt + Right – Go forward
- Alt + Up – Go up a directory
- Alt + Enter – Open the Properties Window of the current selection
- Alt + Spacebar – Open the shortcut menu for the active Window
- Alt + F4 – Close the active Window
- Alt + Tab – Switch to previous active Window
- Alt + Esc – Cycle through all open Windows
- Alt + D – Move focus to address bar
- Alt + P – Show/hide the preview panel
- Ctrl + N – Open a new Window
- Ctrl + Mousewheel – Change the view type (extra large, small, list view, detail, etc.)
- NUMLOCK + Asterisk (*) on numeric keypad – Display all subfolders under the selected folder
- NUMLOCK + Plus Sign (+) on numeric keypad – Display the contents of the selected folder
- NUMLOCK + Minus Sign (-) on numeric keypad – Collapse the selected folder

Taskbar Modifiers shortcuts

- Shift + Click on icon – Open a new instance
- Middle click on icon – Open a new instance
- Ctrl + Shift + Click on icon – Open a new instance with Admin privileges

Dialog Box shortcuts

- Ctrl + Tab – Move forward through tabs
- Ctrl + Shift + Tab – Move back through tabs
- Shift + Tab – Move back through options
- Tab – Move forward through options
- Alt + underlined letter – Perform the command (or select the option) that goes with that letter
- Enter – Replaces clicking the mouse for many selected commands
- 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
- BackSpace – Open a folder one level up if a folder is selected in the Save As or Open dialog box

Logging In/ Out

- Win + Right + Enter – Shutdown
- Win + Right + Right + R – Restart
- Win + Right + Right + S – Sleep
- Win + Right + Right + W – Switch users



Photo Gallery shortcuts

- Ctrl + F – Open the Fix pane
- Ctrl + P – Print the selected picture
- Ctrl + I – Open or close the Details pane
- Ctrl + . – Rotate the picture clockwise
- Ctrl + , – Rotate the picture counter-clockwise
- Ctrl + Mouse scroll wheel – Change the size of the picture thumbnail
- Ctrl + B – Best fit
- Ctrl + E – Search for an item
- Alt + Leftdow – Go back
- Alt + Right – Go forward
- + – Zoom in or resize the picture thumbnail

- - – Zoom out or resize the picture thumbnail
- Shift + Delete – Permanently delete the selected item
- Enter – View the selected picture at a larger size