Albatross Computers

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Shortcut Keys for Windows 10

This guide lists shortcut keys that you can use from the desktop in Windows 10.

Shortcut	Description
Windows key 💶	Open and close the Start menu.
■ +1, ■ +2, etc.	Switch to the desktop and launch the n th application in the taskbar. For example, $+1$ launches whichever application is first in the list, numbered from left to right.
■ +A	Open the action center.
■ +B	Highlight the notification area.
1 +C	Launch Cortana into listening mode. Users can begin to speak to Cortana immediately.
■ +D	Switch between Show Desktop (hides/shows any applications and other windows) and the previous state.
■ +E	Switch to the desktop and launch File Explorer with the Quick Access tab displayed.
4 +H	Open the Share charm.
4 +1	Open the Settings app.
■ +K	Open the Connect pane to connect to wireless displays and audio devices.
#+L	Lock the device and go to the Lock screen.
4 +M	Switch to the desktop and minimize all open windows.
4 +0	Lock device orientation.
■ +P	Open the Project pane to search and connect to external displays and projectors.
■ +R	Display the Run dialog box.
4 +S	Launch Cortana. ² Users can begin to type a query immediately.
4 +T	Cycle through the apps on the taskbar.
■ +U	Launch the Ease of Access Center.
■ +V	Cycle through notifications.
■ +X	Open the advanced menu in the lower-left corner of the screen.

¹ If Cortana is unavailable or disabled, this shortcut has no function.



² Cortana is only available in certain countries/regions, and some Cortana features might not be available everywhere. If Cortana is unavailable or disabled, this command opens Search.

# +ENTER Launch Narrator. # +ENTER Launch Narrator. # +SPACEBAR Switch input language and keyboard layout. # +TAB Open Task view. # +, Peek at the desktop. # +Plus Sign Zoom in. # +KESCAPE Close Magnifier. # +LEFT ARROW Dock the active window to the left half of the monitor. # +UP ARROW Maximize the active window vertically and horizontally. # +SHIFT+UP ARROW Maximize the active window vertically, maintaining the current width. # +SHIFT+UP ARROW With multiple monitors, move the active window to the monitor on the left. # +SHIFT+RIGHT ARROW Minimize all nonactive windows; restore on second keystroke. # +SHIFT+RIGHT ARROW Take a picture of the screen and place it in the Computer> Pictures> Screenshots folder. # +SHIFT+RIGHT ARROW Take a picture of the screen and place it in the Computer> Pictures> Screenshots folder. # +PRNT SCRN Take A picture of the screen and place it in the Computer> Pictures> Screenshots folder.		T
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	+CTRL+LEFT/RIGHT	Switch to the next or previous virtual desktop.
+CTRL+D Create a new virtual desktop.	+CTRL+D	Create a new virtual desktop.
+CTRL+F4 Close the current virtual desktop.	+CTRL+F4	Close the current virtual desktop.
Launch the Windows Feedback App.	4 +?	Launch the Windows Feedback App.