

# Microsoft Windows 8 shortcut keys

Here is a list of major Windows 7 & 8 shortcut keys, use these well will save you a lot of time of moving your mouse. WINKEY is the key between Left Control and ALT which on some keyboard might have it on both sides. Please note these shortcut keys only work with Windows 7 and Windows 8, last sections only work with Windows 8..

## *Windows 7 and 8 only*

*WINKEY + 1-0* - Pressing the Windows key and any of the top row number keys from 1 to 0 will open the program corresponding to the number of icon on the Taskbar. For example, if the first icon on the Taskbar was Internet Explorer pressing WINKEY + 1 would open that program or switch to it if already open.

*WINKEY + (Plus (+) or Minus (-))* - Open Windows Magnifier and zoom in with the plus symbol (+) and zoom out with the minus symbol (-). Press the WINKEY + ESC to close the Magnifier

*WINKEY + Home* - Minimize all windows except the active window.

*WINKEY + P* - Change between the monitor and projection display types or how second screen displays computer screen.

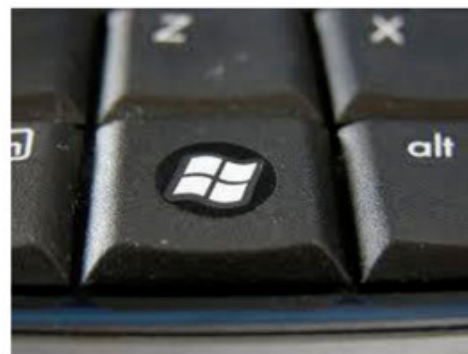
*WINKEY + T* - Set the focus on the Taskbar icons

*WINKEY + Left arrow* - Shrinks the window to 1/2 screen on the left side for side by side viewing.

*WINKEY + Right arrow* - Shrinks the window to 1/2 screen on the right side for side by side viewing.

*WINKEY + Up arrow* - When in the side by side viewing mode, this shortcut takes the screen back to full size.

*WINKEY + Down arrow* - Minimizes the screen. Also, when in the side by side viewing mode, this shortcut takes the screen back to a minimized size.



## *Windows 8 Only*

*WINKEY + ,* - Peek at the Windows Desktop.

*WINKEY + .* - Snap a Windows App to the sides of the screen. Pressing it multiple times will switch between the right and left-hand side of the screen or unsnap the app.

*WINKEY + Enter* - Open Windows Narrator

*WINKEY + C* - Open the Charms.

*WINKEY + G* - Cycle through Desktop gadgets.

*WINKEY + H* - Open Share in Charms.

*WINKEY + I* - Open the Settings in Charms.

*WINKEY + J* - Switch between snapped apps.

*WINKEY + K* - Open Devices in Charms.

*WINKEY + O* - Lock the screen orientation.

*WINKEY + X* - Open the power user menu, which gives you access to many of the features most power users would want to use such as Device Manager, Control Panel, Event Viewer, Command Prompt, and much more