

Windows 8 Shortcuts –

Trouble using Windows 8? Get to know the **bolded** functions below:

The Windows key is written as Win below; it looks like this:



Win key or moving your mouse to the lower left corner> shows Metro Start screen.

Win + D> Switches to standard Windows desktop.
(Also minimizes or restores all open windows when in desktop mode.)

Win + C, or **Swipe in from right** (on screen or touchpad)> brings up the Windows Charms including access to the Control Panel.

Swipe in from left (on screen or touchpad)> switches between currently running programs. Sometimes this option is turned off and must be turned on using the Control Panel.

Win + type keyword> Instant application search (same as in Windows 7).

Win + Q> Shows all installed apps.

Win + W> Instant search for settings.

Win + F> Instant search for files.

Win + I> Settings sidebar (control panel, network, volume, brightness, notifications, and more).

Win + P> Shows multi-monitor options, also useful for connecting an external monitor or projector.

Win + X> Power user shortcut menu (Device Manager, Control Panel, etc.).

Win + Z> Shows App Bar in Metro applications.

Win + . (period)> Snaps the current Metro app to the right side of the screen.

Win + . (period) + Shift> Snaps the current Metro app to the left side of the screen.

Win + J> Switches focus between snapped Metro apps.

Win + Page Up / Down> Moves full-screen Metro app to secondary monitor.

Win + Left / Right arrow> Moves desktop programs in that direction, or to another monitor.

Win + Tab> Switches between open applications.

Win + L> Locks Windows.