

<b>Press this key</b>	<b>To do this</b>
<i>Windows</i>	Open or close the Start menu.
<i>Windows + Pause</i>	Display the System Properties dialog box.
<i>Windows + D</i> ♥	Switch between desktop and applications.
<i>Windows + M</i>	Minimize all windows.
<i>Windows + Shift + M</i>	Restore minimized windows to the desktop.
<i>Windows + E</i>	Open Computer (formerly My Computer).
<i>Windows + F</i> ♥	Search for a file or folder.
<i>Ctrl + Windows + F</i>	Search for computers (if you're on a network).
<i>Windows + L</i>	Lock your computer or switch users.
<i>Windows + R</i>	Open the Run dialog box.
<i>Windows + T</i>	Cycle through programs on the taskbar.
<i>Windows + number</i>	Start the program pinned to the taskbar in the position indicated by the number. If the program is already running, switch to that program.
<i>Shift + Windows + number</i> ♥	Start a new instance of the program pinned to the taskbar in the position indicated by the number.
<i>Ctrl + Windows + number</i>	Switch to the last active window of the program pinned to the taskbar in the position indicated by the number.
<i>Alt + Windows + number</i>	Open the Jump List for the program pinned to the taskbar in the position indicated by the number.
<i>Windows + Tab</i> ♥	Cycle through programs on the taskbar by using Aero Flip 3-D.
<i>Ctrl + Windows + Tab</i> ♥	Use the arrow keys to cycle through programs on the taskbar by using Aero Flip 3-D.
<i>Ctrl + Windows + B</i> ♥	Switch to the program that displayed a message in the notification area.
<i>Windows + Spacebar</i> ♥	Preview the desktop.
<i>Windows + Up Arrow</i> ♥	Maximize the window.
<i>Windows + Left Arrow</i>	Maximize the window to the left side of the screen.
<i>Windows + Right Arrow</i>	Maximize the window to the right side of the screen.
<i>Windows + Down Arrow</i> ♥	Minimize the window.
<i>Windows + Home</i>	Minimize all but the active window.
<i>Windows + Shift + Up</i>	Stretch the window to the top and bottom of the screen.
<i>Windows + Shift + Left Arrow or Right Arrow</i> ♥	Move a window from one monitor to another.
<i>Windows + P</i> ♥	Choose a presentation display mode.
<i>Windows + G</i>	Cycle through gadgets.
<i>Windows + U</i>	Open Ease of Access Center.
<i>Windows + X</i>	Open Windows Mobility Center.

## Taskbar hotkeys

Press this key	To do this
<i>Shift + Click on a taskbar button</i>	Open a program or quickly open another instance of a program.
<i>Ctrl + Shift + Click on a taskbar button</i> ♥	Open a program as an administrator.
<i>Shift + Right-click on a taskbar button</i>	Show the window menu for the program.
<i>Shift + Right-click on a grouped taskbar button</i>	Show the window menu for the group.
<i>Ctrl + Click on a grouped taskbar button</i>	Cycle through the windows of the group.

## Windows Explorer hotkeys

Press this key	To do this
<i>Ctrl + N</i>	Open a new window.
<i>Ctrl + W</i>	Close the current window.
<i>Ctrl + Shift + N</i>	Create a new folder.
<i>End</i>	Display the bottom of the active window.
<i>Home</i>	Display the top of the active window.
<i>F11</i>	Maximize or minimize the active window.
<i>Ctrl + Period (.)</i>	Rotate a picture clockwise.
<i>Ctrl + Comma (,)</i>	Rotate a picture counter-clockwise.
<i>Num Lock + Asterisk (*) on numeric keypad</i>	Display all subfolders under the selected folder.
<i>Num Lock + Plus Sign (+) on numeric keypad</i>	Display the contents of the selected folder.
<i>Num Lock + Minus Sign (-) on numeric keypad</i>	Collapse the selected folder.