



Windows 7 Shortcuts

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Windows 7 productivity

<i>Win + UP Arrow</i>	<i>Maximize the current window</i>
<i>Win + Down Arrow</i>	<i>Restore down or minimize current windows</i>
<i>Win + Left Arrow</i>	<i>Dock the current window to the left half of the screen</i>
<i>Win + Right Arrow</i>	<i>Dock the current window to the right half of the screen</i>
<i>Win + [number]</i>	<i>Activate and run the program pinned on Windows 7 Taskbar, running program won't be affected</i>
<i>Win + Home</i>	<i>Minimize all but the current window</i>
<i>Win + Space</i>	<i>Makes all windows transparent so you can see through to the desktop</i>
<i>Win + Pause/Break</i>	<i>Open System Properties</i>
<i>Win + Tab</i>	<i>Flip Aero 3D [press Tab to cycle between Windows]</i>
<i>Win + B</i>	<i>Move focus to notification tray (the right-most portion of the taskbar)</i>
<i>Win + D</i>	<i>Show/Hide desktop</i>
<i>Win + E</i>	<i>Windows Explorer is launched</i>
<i>Win + F</i>	<i>Search</i>
<i>Win + G</i>	<i>Bring all gadgets on top and foreground</i>
<i>Win + L</i>	<i>Lock Computer</i>
<i>Win + M</i>	<i>Minimize all windows</i>
<i>Win + P</i>	<i>Open the projection menu (generally used for laptops connected to projectors)</i>
<i>Win + R</i>	<i>Run Command is launched.</i>
<i>Win + S</i>	<i>OneNote Screen Clipping Tool</i>
<i>Win + T</i>	<i>Show preview thumbnail of running applications in Windows Taskbar one by one without mouse over</i>
<i>Win + X</i>	<i>Mobility Center</i>
<i>Win + #</i>	<i>Quicklaunch</i>
<i>Win + =</i>	<i>Magnifier</i>
<i>Win + [+/-]</i>	<i>Enables the magnifier and zooms in/out</i>
<i>Win + Shift + Up Arrow</i>	<i>Maximize vertical size</i>
<i>Win + Shift + Down Arrow</i>	<i>Restore vertical size</i>
<i>Win + Shift + Left Arrow</i>	<i>Jump to left monitor</i>
<i>Win + Shift + Right Arrow</i>	<i>Jump to right monitor</i>
<i>Win + Shift + M</i>	<i>Undo all window minimization</i>
<i>Win + Shift + T</i>	<i>Cycles backwards</i>
<i>Win + Ctrl + F</i>	<i>Opens the Active Directory Find Computers dialog</i>
<i>Ctrl + Right Arrow</i>	<i>Move the cursor to the beginning of the next word</i>
<i>Ctrl + Left Arrow</i>	<i>Move the cursor to the beginning of the previous word</i>
<i>Ctrl + Up Arrow</i>	<i>Move the cursor to the beginning of the previous paragraph</i>
<i>Ctrl + Down Arrow</i>	<i>Move the cursor to the beginning of the next paragraph</i>
<i>Ctrl + Click</i>	<i>A pinned taskbar icon to cycle through the program's open windows (e.g. IE)</i>
<i>Ctrl + Win + Tab</i>	<i>Persistent flip 3D</i>
<i>Ctrl + Shift with an arrow key</i>	<i>Select a block of text</i>
<i>Ctrl + any arrow key + Spacebar</i>	<i>Select multiple individual items in a window or on the desktop</i>
<i>Ctrl + Shift + Esc</i>	<i>Open Task Manager directly</i>
<i>Ctrl + Shift + N</i>	<i>Create new folder</i>

Voor Ease of Access

<i>Right SHIFT for eight seconds</i>	<i>Turn Filter Keys on and off</i>
<i>Left ALT+left SHIFT+PRINT SCREEN (or PRTSCRN)</i>	<i>Turn High Contrast on or off</i>
<i>Left ALT+left SHIFT+NUM LOCK</i>	<i>Turn Mouse Keys on or off</i>
<i>SHIFT five times</i>	<i>Turn Sticky Keys on or off</i>
<i>NUM LOCK for five seconds</i>	<i>Open the Ease of Access Center</i>
<i>Win + U</i>	<i>Cycle through all open windows</i>

Voor Windows Explorer

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

Voor de taskbar

<i>Shift + Click on icon</i>	<i>Open a new instance</i>
<i>Middle click on icon</i>	<i>Open a new instance</i>
<i>Ctrl + Shift + Click on icon</i>	<i>Open a new instance with Admin privileges</i>

Voor dialog boxes

<i>Ctrl + Tab</i>	<i>Move forward through tabs</i>
<i>Ctrl + Shift + Tab</i>	<i>Move back through tabs</i>
<i>Shift + Tab</i>	<i>Move back through options</i>
<i>Tab</i>	<i>Move forward through options</i>
<i>Alt + underlined letter</i>	<i>Perform the command (or select the option) that goes with that letter</i>
<i>Enter</i>	<i>Replaces clicking the mouse for many selected commands</i>
<i>Spacebar</i>	<i>Select or clear the check box if the active option is a check box</i>
<i>Arrow keys</i>	<i>Select a button if the active option is a group of option buttons</i>
<i>Backspace</i>	<i>Open a folder one level up if a folder is selected in the Save As or Open dialog box</i>

Voor de fotogalerij

<i>Ctrl + F</i>	<i>Open the Fix pane</i>
<i>Ctrl + P</i>	<i>Print the selected picture</i>
<i>Ctrl + I</i>	<i>Open or close the Details pane</i>
<i>Ctrl + Period (.)</i>	<i>Rotate the picture clockwise</i>
<i>Ctrl + Comma (,)</i>	<i>Rotate the picture counter-clockwise</i>
<i>Ctrl + Mouse scroll wheel</i>	<i>Change the size of the picture thumbnail</i>
<i>Ctrl + B</i>	<i>Best fit</i>
<i>Ctrl + E</i>	<i>Search for an item</i>
<i>Alt + Left Arrow</i>	<i>Go back</i>
<i>Alt + Right Arrow</i>	<i>Go forward</i>
<i>Plus Sign (+)</i>	<i>Zoom in or resize the picture thumbnail</i>
<i>Minus Sign (-)</i>	<i>Zoom out or resize the picture thumbnail</i>
<i>Shift + Delete</i>	<i>Permanently delete the selected item</i>
<i>Enter</i>	<i>View the selected picture at a larger size</i>

Voor aan- en afmelden in Windows 7

<i>Win + Right Arrow + Enter</i>	<i>Shutdown</i>
<i>Win + Right Arrow + Right Arrow + R</i>	<i>Restart</i>
<i>Win + Right Arrow + Right Arrow + S</i>	<i>Sleep</i>
<i>Win + Right Arrow + Right Arrow + W</i>	<i>Switch users</i>