MICROSOFT WINDOWS SHORTCUT KEYS

(1) Open drive menu (Win +E)

(2) Start menu (Win key)

(3) Rename the item or folder (F2)

(4) Create new folder (Ctrl + Shift + N)

(5) Refresh the computer (F5)

(6) Delete icon or folder from window (Delete key)

(7) Delete icon or folder from computer (Shift + Delete)

(8) Copy the item or folder (Ctrl + C)

(9) Past the item or folder (Ctrl + V)

(10) Cut the item or folder (Ctrl + X)

(11) Undo the item or folder (Ctrl + Z)

(12) Redo the item or folder (Ctrl +Y)

(13) Go to Back (Ctrl + left arrow key)

(14) Forward (Ctrl + Right arrow key)

(15) Change the language (Alt + Shift)

(16) Switch the window (Alt + Tab)

(17) Lock the window (Win + L)

(18) Close the ear rent windows (Alt +F4)

(19) Open the Run (Win + R)

(20) Select all items or folders (Ctrl + A)

(21) Display help (F1)

(22) Open Task manager (Ctrl + Alt + Delete)

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