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Shortcut Key	Feature
Alt + F	File menu option in current program
Alt + E	Edit options in current program
F1	Help for All Programs
Ctrl + A	Select all
Ctrl + X	Cut selected item
Ctrl + Del	Cut selected item
Ctrl + D	Delete selected item
Ctrl + C	Copy selected item
Ctrl + V	Paste copied item
Shift + Insert	Paste copied item
Home	Beginning of the current line or file
Ctrl + Home	Beginning of the document
End	End of the current line
Ctrl + End	End of the document
Shift + Home	Highlight from current position to the beginning of the line
Shift + End	Highlight from current position to the end of the line

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Shortcut Key	Features
Alt + Tab	Switch forward between open application. You can change application quickly with this key.
Alt + Shift + Tag	Switch backward between open application.
Alt + PrintScreen	Captures the screenshot of the current and active window or program.
Ctrl + Alt + Del	Task Manager
Ctrl + Esc	Quick start menu
Alt + Esc	Switch application on Taskbar
F2	Rename selected file or folder
F3	Find desktop
F4	Open drive section while browsing or on explorer address bar
F5	Refresh content
Alt + F4	Close current program
Ctrl + F4	Close window in program
Alt + Enter	Properties of the window or program
Shift + F10	Open up right click on the selected program or file.
Shift + Del	Delete programs files permanently
Windows + D	Desktop
Windows + M	Minimize windows
Windows + Shift + M	Bring desktop on top of the Windows
Windows + E	Explorer

Windows + Tab	Opened programs
Windows + F	Feedback
Windows + Ctrl + F	Find Computers
Windows + F1	Help
Windows + R	Run
Windows + Pause / Break	System Properties
Windows + U	Accessibility
Windows + L	Lock the Computer