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Launch Tip of the Month May 2024

The Windows Logo Key is a powerful tool for accessing features and manipulating windows. Let's learn how to use the Windows Logo Key in Windows 11.

The key can usually be found between the Ctrl and Alt keys. You may have one on the left side of the keyboard and one on the right.



Press this...

To do this...

Windows key by itself	Open or close the start menu
Windows key + A	Open the Notification and Action Centers
Windows key + C	Open Copilot
Windows key + D	Minimize all windows and show the desktop
Windows key + E	Open File Explorer
Windows key + F	Open the Feedback Hug
Windows key + G	Open Microsoft Xbox Game Bar
Windows key + H	Open Microsoft Speech Services
Windows key + I	Open Settings
Windows key + K	Open Cast
Windows key + L	Lock the computer
Windows key + M	Minimize all windows
Windows key + Shift + M	Open all minimized windows
Windows key + N	Open Notifications
Windows key + P	Open the Project panel
Windows key + Q	Open Search
Windows key + Ctrl + Q	Open Quick Assist
Windows key + R	Open the Run command dialog box
Windows key + S	Open Search
Windows key + T	Cycle through apps on the taskbar
Windows key + U	Open Accessibility settings
Windows key + V	Open Clipboard History
Windows key + X	Open Power User Tasks menu
Windows key + Plus +	Open magnifier and zoom in
Windows key + Plus -	Zoom out after using magnifier
Windows key + Home	Minimize or maximize all but the active window

Windows key + Shift + Up Arrow key	Stretch windows to the top and bottom of the screen
Windows key + Shift + Down Arrow key	Restore or minimize window vertically
Windows key + Right or Left Arrow key	Dock and tile window
Windows key + Ctrl + Number 0 to 9	Open the app in that position on the taskbar
Windows key + Tab	Open Task view
Windows key + Ctrl + D	Create another desktop
Windows key + Ctrl + Arrow key	Switch to the desktop on the right or left
Windows key + Print Screen	Screenshot all monitors
Windows key + Period .	Open emojis
Windows key + Pause	Show System settings
Windows key + Shift + S	Create a screen capture

Featured Course: Microsoft Windows 10/11: Getting Started with Windows 10/11 - 3 Hours

- Getting Help
- Personalizing the Desktop
- Working with the Start Menu
- Creating shortcuts on the Desktop
- Moving and resizing windows
- Displaying multiple windows at the same time
- Switching between windows
- Using a mouse
- Arranging icons
- Using Auto Arrange
- Minimizing, maximizing and restoring windows
- Closing windows
- Cascading and tiling windows
- Working with the Task Bar
- Task View (Multi-App View)
- File Explorer and Finding files
- The Action Center
- Setting screen resolution
- The Windows Clipboard
- Cortana
- Accessing the Windows Store
- Using the Photos App and Windows Media Player
- Deleting files and emptying/bypassing the Recycle Bin
- Using screen capture tools
- Using Aero features
- Using the Run Command
- Using the Clock, Calculator, WordPad, Paint
- Changing views
- Setting default printers
- Shutting down
- Windows shortcut keys

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