

Window Keys:

Windows + P instead of Function +F7

Windows + D to minimize all windows

Tiny rectangle by the clock to minimize all windows

Windows + L to lock the screen for security

Windows + Space bar to see thru open windows, makes open things transparent

Windows + E then Windows rite arrow, Windows +E then Windows left arrow to move files

Windows + Tab key for scrolling programs that are open.

Windows + 1, 2, 3, etc. to open programs pinned on the task bar.

Windows + X to see a few settings.

ZOMBO.COM

1st letter navigation on the desktop and in explorer

Hot Key presets

Control + scroll wheel on the mouse

Rite click on task bar icons to see a list of your most recent files

Alt Key + Tab key to choose from open programs. (similar to Windows + Tab)

Control + Alt + Arrow Keys

Click and hold the title bar, shake to minimize all open programs.

Rite click Task bar > Properties > toolbar > **address: For immediate web access**

Rite click Task bar > Properties > toolbar > **Desktop: To see all icons on the desktop**

Dock taskbar to the left, rite, or top.

Shift + Click to open new instance of any program

Control Key + N also to open new instance of any program

Do a barrel roll - Look up Chuck Norris facts then, "Find Chuck Norris"

PrintScreen Key – what it does

Alt Key + Print Screen to capture JUST the program you see that is open.

Control Key + backspace key will erase complete words at a time instead of just letter by letter.

Internet / App /

CamScan app to take pictures and turn them into PDFs or digital files. See youtube, search 1:25 video.

Google searching: X vs. Y I.E – coffee pots, vacation spots, authors, etc.

Adblock Extension in Chrome

SS for YouTube to download videos from YouTube

Invisible Folder > change icon > rename using Alt + “0160”

Control Key > drag file over to make a copy of a file.

Hold down shift key to select first and last in a list

Hold down Control Key to select multiple items

Another option: My Computer > Organize > Folder & Search Options > View > scroll down “use check boxes to select.

Changing Cursors using Rw-designer.com

ASKEW Anagram Google gravity mirror

Replace / autocorrect in Word.