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in this list i m including the most essential keyboard shortcuts anyone should know on windows 10
keyboard shortcut action ctrl a select all content ctrl c or ctrl insert copy

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keyboard shortcuts also called hotkeys or key combinations are keys you press on your keyboard to
quickly perform an action that would otherwise require a mouse click or several menu navigations for
example pressing ctrl c will copy text and alt f4 will close a window

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shortcut keys help provide an easier and quicker method of navigating and executing commands in the
computer software shortcut keys are performed using alt on ibm compatible computers command on
apple computers ctrl or shift with another key

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windows 10 keyboard shortcuts the ultimate guide for easier navigation and better productivity written by elsie otachi posted on may 28th 2020 in windows 10 if you use a mouse or touchpad a lot it can be frustrating when either or both of them slow you down or stop working altogether

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in windows 10 pressing the ctrl shift esc keys simultaneously opens the task manager in gmail pressing the j key will quickly scroll you down through your list of emails settings must be enabled in safari pressing command n simultaneously will instantly open a new tab with a blank page

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use shift ctrl arrow keys to select entire words at a time speeding things up for more shortcuts to accelerate everything you do with text read 42 text editing keyboard shortcuts that work almost everywhere

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win left arrow or win right arrow snap windows snapping a window simply keeps it open on one side of the screen left or right depending on which arrow you hit this allows you to

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keyboard shortcuts are combinations of buttons that you can press on your computer to complete certain actions like opening and closing files copying and pasting text and much more that you

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to use a keyboard shortcut press and hold one or more modifier keys and then press the last key of the shortcut for example to use command c copy press and hold the command key then the c key then release both keys mac menus and keyboards often use symbols for certain keys including modifier keys command or cmd shift

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