

Mac and Windows keyboard shortcuts

The same everyday jobs on a Mac and on Windows. Hold the keys down together, in the order shown.

Mac

Cmd + C	Copy
Cmd + V	Paste
Cmd + X	Cut
Cmd + Z	Undo
Cmd + Shift + Z	Redo
Cmd + A	Select everything
Cmd + F	Find a word on the page
Cmd + S	Save
Cmd + P	Print
Cmd + Space	Search your whole Mac
Cmd + Tab	Switch between open apps
Cmd + T	New browser tab
Cmd + Shift + T	Reopen the tab you just closed
Cmd + W	Close the window or tab
Cmd + Q	Quit the app
Cmd + +	Make the page bigger
Cmd + -	Make the page smaller
Cmd + Shift + 4	Screenshot part of the screen
Option + Cmd + Esc	Force quit a frozen app
Ctrl + Cmd + Q	Lock your screen
Ctrl + Cmd + Space	Emoji and symbols

Windows

Ctrl + C	Copy
Ctrl + V	Paste
Ctrl + X	Cut
Ctrl + Z	Undo
Ctrl + Y	Redo
Ctrl + A	Select everything
Ctrl + F	Find a word on the page
Ctrl + S	Save
Ctrl + P	Print
Windows + V	Everything you copied recently
Alt + Tab	Switch between open apps
Ctrl + T	New browser tab
Ctrl + Shift + T	Reopen the tab you just closed
Ctrl + W	Close the tab
Alt + F4	Close the app
Ctrl + +	Make the page bigger
Ctrl + -	Make the page smaller
Windows + Shift + S	Screenshot part of the screen
Ctrl + Shift + Esc	Task Manager, for a frozen app
Windows + L	Lock your screen
Windows + .	Emoji and symbols