



Quick Reference Guide: Hotkeys

Basic navigation

- Open File Explorer: Windows Key + E.
- Close File Explorer: Ctrl + W.
- Copy: Ctrl + C.
- Cut: Ctrl + X.
- Paste: Ctrl + V.
- Undo: Ctrl + Z.
- Full screen: F11.

File management

- Delete to Recycle Bin: Delete.
- Delete permanently: Delete + Shift.
- Rename: F2.
- Select all: Ctrl + A.

Folder management

- Go to last location: Alt + D, then Alt + Down Arrow.
- Jump to parent folder: Alt + D, then Alt + Up Arrow.
- Show all subfolders: Num Lock + *.
- Display folder contents: Num Lock + +.
- Collapse folder contents: Num Lock + -.

View options

- Extra-large icons: Ctrl + Shift + 1.
- Large icons: Ctrl + Shift + 2.
- Medium icons: Ctrl + Shift + 3.
- Small icons: Ctrl + Shift + 4.
- List view: Ctrl + Shift + 5.
- Details view: Ctrl + Shift + 6.
- Tiles view: Ctrl + Shift + 7.
- Content view: Ctrl + Shift + 8.
- Fit to width: Alt + V, then S.