

# Tabs and Windows



Shortcuts are combinations of keyboard strokes and clicks that you can use to do things.

See the tables below for a list of shortcuts.

Press **Ctrl + Alt + ?** to see a map of these shortcuts on your screen.

Ctrl+N	Open a new window
Ctrl+T	Open a new tab
Ctrl+Shift+Q	Sign out of your Google Account
Ctrl+W	Close the current tab
Ctrl+Shift+W	Close the current window
Ctrl+Tab	Go to the next tab in the window
Ctrl+Shift+Tab	Go to the previous tab in the window
Ctrl+Shift+L	Locks your screen

## Page Shortcuts

Ctrl+P	Print your current page
Ctrl+S	Save your current page
Ctrl+R	Reload your current page
Ctrl and +	Zoom in on the page
Ctrl and -	Zoom out on the page
Ctrl+0	Reset zoom level
Ctrl+D	Save your current webpage as a bookmark
Drag a link to bookmarks bar	Save the link as a bookmark
Ctrl+F	Open the find bar to search your current page
Ctrl+ 	Take a screenshot of your current page
Ctrl+ Shift+ 	Take a partial screenshot

# Text Editing

<b>Ctrl+A</b>	Select everything on the page
Press <b>Ctrl+Shift</b> and right arrow	Select next word or letter
Press <b>Ctrl+Shift</b> and left arrow	Select previous word or letter
Press <b>Ctrl</b> and right arrow	Move to the end of the next word
Press <b>Ctrl</b> and left arrow	Move to the start of the previous word
Press <b>Alt</b> and up arrow	Page up
Press <b>Alt</b> and down arrow	Page down
<b>Ctrl+C</b>	Copy selected content to the clipboard
<b>Ctrl+V</b>	Paste content from the clipboard
<b>Ctrl+Shift+V</b>	Paste content from the clipboard as plain text
<b>Ctrl+X</b>	Cut
<b>Ctrl+Backspace</b>	Delete the previous word
<b>Alt+Backspace</b>	Delete the next letter (forward delete)
<b>Ctrl+Z</b>	Undo your last action