

DID YOU KNOW?



Chromebooks have many different shortcuts and tricks built into the keyboard, simply at the tip of your fingers. These shortcuts come in one key command buttons and two & three key combination commands. These shortcuts will help limit the need of the track pad and make the Chromebook experience smoother & quicker as you navigate the Chromebook.

Have you wondered what the keys at the top of the Chromebook keyboard do?

These buttons control the one-key commands.

	Go to the previous page in your browser history (F1)
	Go to the next page in your browser history (F2)
	Reload your current page (F3)
	Maximize your window (F4)
	Switch to your next window (F5)
	Decrease screen brightness (F6)
	Increase screen brightness (F7)
	Mute (F8)
	Decrease the volume (F9)
	Increase the volume (F10)
	Search your apps and the web from your apps list. On a Chromebook, this key is located on the side, where you'd normally find the Caps Lock key. If you're using a regular keyboard, the Windows key in between Ctrl and Alt will work as the search key.

Tip: To turn Caps lock on temporarily, press **Alt** + the search key.

These are the two- and three-key combinations.

Ctrl + T	open a new tab
Ctrl + W	Close tab
Ctrl + Tab	Go to next tab
Ctrl+ Shift+ Tab	Go to previous tab
Ctrl + N	Open new window
Ctrl+ Shift+ W	Close current window
Alt + Tab	Go to next window
Alt+ Shift+ Tab	Go to previous window
Alt + -	Minimize Window
Alt + +	Maximize Window
Ctrl + C	Copy selected
Ctrl + V	Paste selected copy



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