

# 20 Essential Windows 11 Keyboard Shortcuts



CyberScape  
Insights

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# 20 Essential Windows 11 Keyboard Shortcuts Every PC User Should Know

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## System & Security

Shortcuts primarily focused on system access, security, and device/session control.

1. **Windows + L**  
Lock your PC (security best practice).
2. **Windows + I**  
Open Windows Settings.
3. **Ctrl + Alt + Del**  
Access security options (lock, sign out, task manager).
4. **Windows + P**  
Project display options (duplicate, extend, second screen).
5. **Windows + K**  
Connect to wireless displays or audio devices.

## Productivity & Multitasking

Shortcuts that improve workflow efficiency, window management, and multitasking.

1. **Windows + D**  
Show or hide the desktop instantly.
2. **Windows + Tab**  
Open Task View (virtual desktops and timeline).
3. **Alt + Tab**  
Switch between open applications.
4. **Windows + V**  
Open Clipboard History (must be enabled in Settings).
5. **Windows + Arrow Keys**  
Snap windows to the screen edges (window management).
6. **Windows + Ctrl + D**  
Create a new virtual desktop
7. **Windows + . (period)**  
Open Emoji, GIF, and Symbols panel.

## File & App Navigation

Shortcuts used to locate files, apps, and system features quickly.

1. **Windows + E**  
Open File Explorer.
2. **Windows + S**  
Open Windows Search.
3. **Windows + N**  
Open Notification Center and Calendar.
4. **Windows + A**  
Open Quick Settings (Wi-Fi, Bluetooth, Sound, Brightness).

## Troubleshooting & Power Tools

Shortcuts commonly used by power users, technicians, and during system troubleshooting.

1. **Windows + X**  
Open the Power User menu (Device Manager, Disk Management, Terminal, etc.).
2. **Windows + R**  
Open the Run dialog (useful for tools like cmd,msconfig,services.msc).
3. **Ctrl + Shift + Esc**  
Open Task Manager directly.
4. **Windows + Shift + S**  
Open Snipping Tool (screen capture).