

## راهنمای کلید فوری در ویندوز ۱۰

### لیست کلیدهای عمومی و مشترک

Ctrl + C (or Ctrl + Insert) -- Copy the selected item.

Ctrl + X -- Cut the selected item.

Ctrl + V (or Shift + Insert) -- Paste the selected item.

Ctrl + Z -- Undo an action.

Alt + Tab -- Switch between open apps.

Alt + F4 -- Close the active item, or exit the active app.

Windows key + L -- Lock your PC or switch accounts.

Windows key + D -- Display and hide the desktop.

### لیست کلیدهای فوری جدید در ویندوز ۱۰

Windows key + A -- Open Action Center.

Windows key + S -- Open Search.

Windows key + Q -- Open Cortana in listening mode.

Windows key + S -- Open Cortana ready for typed input.

Windows key + I -- Open Windows 10's settings.

Windows key + G -- Open the new Game DVR recorder when a game is running.

Windows key + H -- Open Share Charm.

Windows key + Tab -- Open Task view.

Windows key + Ctrl + D -- Add a virtual desktop.

Windows key + Ctrl + Right arrow -- Switch between virtual desktops you've created on the right.

Windows key + Ctrl + Left arrow -- Switch between virtual desktops you've created on the left.

Windows key + Ctrl + F4 -- Close the virtual desktop you're using.

Windows key + Left -- Snaps active window to the left.

Windows key + Right -- Snaps active window to the right.

Windows key + Up -- Snaps the active window to the top.

Windows key + Down -- Snaps the active window to the bottom.