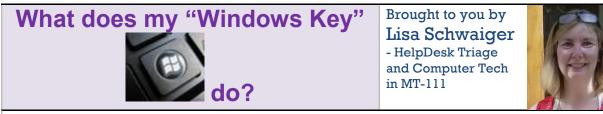
From: dopmannouncement
Sent: Friday, January 13, 2017 10:44 AM
To: DOPM All Users <<u>DOPMAllUsers@uabmc.edu</u>>
Subject: Computer Tip of the Week -- What does my Windows Key do?



## SITUATION:

I want quick and easy ways to do common things.

## SOLUTION:

Experiment, with these keyboard shortcuts. And see below link for a list of many more. (Note: Your Windows Key may not look exactly like this, but it will be similar.)

	plus	Equals
B	(by	Start menu
B	е	Windows Explorer
B	f	Find files or folders
B	d	Minimizes all open windows and displays the
B	tab	Cycle through taskbar buttons

Read about more potentially helpful time-saving shortcuts here: <u>https://support.microsoft.com/en-us/kb/126449</u>.

Was this helpful? Do you have suggestions for a future Tip of the Week? Do you have any other comments? Let us know at <u>dopmHelp@uabmc.edu</u>

To see an archive of past Tips of the Week: <u>http://www.uab.edu/medicine/dopm/help/totw</u>