

Chromebook HotKeys/Shortcut Keys & Screenshots

Ctrl + Shift + L – Lock your Chromebook’s screen.

Search + L – Log out of your Chromebook. Press the key combination twice to quit.

Alt + 1-8 – Launch applications located on Chrome OS’s “shelf,” or taskbar. For example, Alt + 1 will launch the first application shortcut from the left.

Ctrl + Switcher/F5 (key above the 6)– Take a screenshot and save it to your Downloads folder The Switcher key is located in place of the F5 key on a standard keyboard.

1. **Take a partial screenshot:** Press Shift + Ctrl + Show windows , then click and drag.

Alt + Search (magnifying glass)– Toggle Caps Lock. The Search key has a magnifying glass on it and is in place of the Caps Lock key on typical keyboards.

Ctrl + Shift and + – Increase screen scale, making items appear larger on your screen.

Ctrl + Shift and – – Decrease screen scale, making items appear smaller on your screen.

Ctrl + Shift and) – Reset screen scale to the default setting.

Ctrl + Shift + Refresh (key above the 4, backward arrow) – Rotate your screen 90 degrees. The Refresh key is located where the F3 key would be located on typical keyboards.

Ctrl + 1- Activates the first tab in the current window

Ctrl + 2- Activates the second tab

Ctrl + T- Open a new tab

Ctrl +SHIFT+ T - reopen last tab

Ctrl + W- Close the current tab

Ctrl + F- find

Ctrl + L- focus the location bar so you can immediately start typing a new search or website address.