

Zoom Meetings Windows Keystrokes

(Teams App/Web App)

TO DO THIS	KEYSTROKE
Audio/Video Controls	
Start/Stop video	Alt + V
Mute/Unmute audio	Alt + A
Mute/Unmute audio for everyone but host	Alt + M
Launch/Stop screen share	Alt + S
Start/Stop screen sharing	Alt + Shift + S
Pause/Resume screen sharing	Alt + T
Recording the Meeting	
Start/Stop local recording	Alt + R
Start/Stop cloud recording	Alt + C
Pause/Resume recording	Alt + P
Switch camera	Alt + N
Screenshot	Alt + Shift + T
Control View	
Navigate Zoom popup window	F6
Move focus to meeting controls	Ctrl + Alt + Shift
View previous 25 video participants in gallery	Page Up
View next 25 video participants in gallery	Page Down
Switch to active speaker view in video meeting	Alt + F1
Switch to gallery video view in video meeting	Alt + F2
Close the current window	Alt + F4
Display/Hide In-meeting chat panel	Alt + H
Enter/Exit full screen	Alt + F
Display/Hide participants panel	Alt + U
Open invite window	Alt + I
Switch to portrait/landscape view	Alt + L
Search	Ctrl + F
Move to next tab	Ctrl + Tab
Move to previous tab	Ctrl + Shift + Tab
Show/Hide meeting controls	Ctrl + Alt + Shift + H
Communicating with Others	
Raise/Lower hand	Alt + Y
Gain remote control	Alt + Shift + R
Stop remote control	Alt + Shift + G
Close current chat session	Ctrl + W
Go to previous chat	Ctrl + Up Arrow
Go to next chat	Ctrl + Down Arrow
Jump to chat with someone	Ctrl + T



Developed through a partnership between Easterseals Crossroads and Bosma Enterprises

indata project

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