# XP KEYBOARD SHORTCUTS & COMMANDS

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#### **RUN Commands:**

http://mypchell.com/guides/34-guides/69-156-useful-run-commands

## General keyboard shortcuts TEST

- CTRL+C (Copy)
- CTRL+X (Cut)
- CTRL+V (Paste)
- CTRL+Z (Undo)
- DELETE (Delete)
- SHIFT+DELETE (Delete the selected item permanently without placing the item in the Recycle Bin)
- CTRL while dragging an item (Copy the selected item)
- CTRL+SHIFT while dragging an item (Create a shortcut to the selected item)
- F2 key (Rename the selected item)
- CTRL+RIGHT ARROW (Move the insertion point to the beginning of the next word)
- CTRL+LEFT ARROW (Move the insertion point to the beginning of the previous word)
- CTRL+DOWN ARROW (Move the insertion point to the beginning of the next paragraph)
- CTRL+UP ARROW (Move the insertion point to the beginning of the previous paragraph)
- CTRL+SHIFT with any of the arrow keys (Highlight a block of text)
- SHIFT with any of the arrow keys (Select more than one item in a window or on the desktop, or select text in a document)
- CTRL+A (Select all)
- F3 key (Search for a file or a folder)
- ALT+ENTER (View the properties for the selected item)
- ALT+F4 (Close the active item, or quit the active program)
- ALT+ENTER (Display the properties of the selected object)
- ALT+SPACEBAR (Open the shortcut menu for the active window)
- CTRL+F4 (Close the active document in programs that enable you to have multiple documents open simultaneously)
- ALT+TAB (Switch between the open items)
- ALT+ESC (Cycle through items in the order that they had been opened)
- F6 key (Cycle through the screen elements in a window or on the desktop)
- F4 key (Display the Address bar list in My Computer or Windows Explorer)
- SHIFT+F10 (Display the shortcut menu for the selected item)
- ALT+SPACEBAR (Display the System menu for the active window)
- CTRL+ESC (Display the Start menu)
- ALT+Underlined letter in a menu name (Display the corresponding menu)
- Underlined letter in a command name on an open menu (Perform the corresponding command)
- F10 key (Activate the menu bar in the active program)
- RIGHT ARROW (Open the next menu to the right, or open a submenu)
- LEFT ARROW (Open the next menu to the left, or close a submenu)
- F5 key (Update the active window)
- BACKSPACE (View the folder one level up in My Computer or Windows Explorer)
- ESC (Cancel the current task)
- SHIFT when you insert a CD-ROM into the CD-ROM drive (Prevent the CD-ROM from automatically playing)
- CTRL+SHIFT+ESC (Open Task Manager)

## Dialog box keyboard shortcuts

If you press SHIFT+F8 in extended selection list boxes, you enable extended selection mode. In this mode, you can use an arrow key to move a cursor without changing the selection. You can press CTRL+SPACEBAR or SHIFT+SPACEBAR to adjust the selection. To cancel extended selection mode, press SHIFT+F8 again. Extended selection mode cancels itself when you move the focus to another control.

- CTRL+TAB (Move forward through the tabs)
- CTRL+SHIFT+TAB (Move backward through the tabs)
- TAB (Move forward through the options)
- SHIFT+TAB (Move backward through the options)
- ALT+Underlined letter (Perform the corresponding command or select the corresponding option)
- ENTER (Perform the command for the active option or button)
- SPACEBAR (Select or clear the check box if the active option is a check box)
- Arrow keys (Select a button if the active option is a group of option buttons)
- F1 key (Display Help)
- F4 key (Display the items in the active list)
- BACKSPACE (Open a folder one level up if a folder is selected in the Save As or Open dialog box)

## Windows Explorer keyboard shortcuts

- END (Display the bottom of the active window)
- HOME (Display the top of the active window)
- NUM LOCK+Asterisk sign (\*) (Display all of the subfolders that are under the selected folder)
- NUM LOCK+Plus sign (+) (Display the contents of the selected folder)
- NUM LOCK+Minus sign (-) (Collapse the selected folder)
- LEFT ARROW (Collapse the current selection if it is expanded, or select the parent folder)
- RIGHT ARROW (Display the current selection if it is collapsed, or select the first subfolder)

# XP KEYBOARD SHORTCUTS & COMMANDS

#### An A-Z Index of the Windows NT/XP command line

ADDUSERS Add or list users to/from a CSV file ARP Address Resolution Protocol ASSOC Change file extension associations ASSOCIAT One step file association AT Schedule a command to run at a later time

ATTRIB Change file attributes

BOOTCFG Edit Windows boot settings BROWSTAT Get domain, browser and PDC info

CACLS Change file permissions CALL Call one batch program fr

CALL Call one batch program from another CD Change Directory - move to a specific F

CD Change Directory - move to a specific Folder CHANGE Change Terminal Server Session properties

CHKDSK Check Disk - check and repair disk problems

CHKNTFS Check the NTFS file system

CHOICE Accept keyboard input to a batch file

CIPHER Encrypt or Decrypt files/folders

CleanMgr Automated cleanup of Temp files, recycle bin

CLEARMEM Clear memory leaks

CLIP Copy STDIN to the Windows clipboard.

CLS Clear the screen

**CLUSTER** Windows Clustering

CMD Start a new CMD shell

COLOR Change colors of the CMD window

COMP Compare the contents of two files or sets of files

COMPACT Compress files or folders on an NTFS partition COMPRESS Compress individual files on an NTFS partition

CON2PRT Connect or disconnect a Printer

CONVERT Convert a FAT drive to NTFS.

COPY Copy one or more files to another location

CSVDE Import or Export Active Directory data

DATE Display or set the date

Dcomcnfg DCOM Configuration Utility

DEFRAG Defragment hard drive

DEL Delete one or more files

DELPROF Delete NT user profiles

DELTREE Delete a folder and all subfolders

DevCon Device Manager Command Line Utility

DIR Display a list of files and folders

DIRUSE Display disk usage

DISKCOMP Compare the contents of two floppy disks

DISKCOPY Copy the contents of one floppy disk to another

DNSSTAT DNS Statistics

DOSKEY Edit command line, recall commands, and create macros

DSADD Add user (computer, group..) to active directory

DSQUERY List items in active directory

DSMOD Modify user (computer, group..) in active directory

ECHO Display message on screen

ENDLOCAL End localisation of environment changes in a batch file

ERASE Delete one or more files

EXIT Quit the CMD shell **EXPAND** Uncompress files **EXTRACT Uncompress CAB files** 

FC Compare two files

FDISK Disk Format and partition

FIND Search for a text string in a file

FINDSTR Search for strings in files

FOR /F Loop command: against a set of files

FOR /F Loop command: against the results of another command

FOR Loop command: all options Files, Directory, List

FORFILES Batch process multiple files

FORMAT Format a disk

FREEDISK Check free disk space (in bytes)

FSUTIL File and Volume utilities

FTP File Transfer Protocol

FTYPE Display or modify file types used in file extension associations

GLOBAL Display membership of global groups

GOTO Direct a batch program to jump to a labelled line

HELP Online Help

HFNETCHK Network Security Hotfix Checker

IF Conditionally perform a command

IFMEMBER Is the current user in an NT Workgroup

**IPCONFIG Configure IP** 

KILL Remove a program from memory

LABEL Edit a disk label

LOCAL Display membership of local groups

LOGEVENT Write text to the NT event viewer.

LOGOFF Log a user off

LOGTIME Log the date and time in a file

MAPISEND Send email from the command line

MEM Display memory usage

MD Create new folders

MODE Configure a system device

MORE Display output, one screen at a time

MOUNTVOL Manage a volume mount point

Move files from one folder to another MOVE

MOVEUSER Move a user from one domain to another

MSG Send a message

MSIEXEC Microsoft Windows Installer

MSINFO Windows NT diagnostics

MSTSC Terminal Server Connection (Remote Desktop Protocol)
MUNGE Find and Replace text within file(s)

MV Copy in-use files

NET Manage network resources

NETDOM Domain Manager

NETSH Configure network protocols

NETSVC Command-line Service Controller

## XP KEYBOARD SHORTCUTS & COMMANDS

NBTSTAT Display networking statistics (NetBIOS over TCP/IP)

NETSTAT Display networking statistics (TCP/IP)

NOW Display the current Date and Time

NSLOOKUP Name server lookup

NTBACKUP Backup folders to tape

NTRIGHTS Edit user account rights

PATH Display or set a search path for executable files

PATHPING Trace route plus network latency and packet loss

PAUSE Suspend processing of a batch file and display a message

PERMS Show permissions for a user

**PERFMON Performance Monitor** 

PING Test a network connection

POPD Restore the previous value of the current directory saved by PUSHD

PORTQRY Display the status of ports and services

PRINT Print a text file

PRNCNFG Display, configure or rename a printer

PRNMNGR Add, delete, list printers set the default printer

PROMPT Change the command prompt

PsExec Execute process remotely

PsFile Show files opened remotely

PsGetSid Display the SID of a computer or a user

PsInfo List information about a system

PsKill Kill processes by name or process ID

PsList List detailed information about processes

PsLoggedOn Who's logged on (locally or via resource sharing)

PsLogList Event log records

PsPasswd Change account password

PsService View and control services

PsShutdown Shutdown or reboot a computer

PsSuspend Suspend processes

PUSHD Save and then change the current directory

QGREP Search file(s) for lines that match a given pattern.

RASDIAL Manage RAS connections

RASPHONE Manage RAS connections

RECOVER Recover a damaged file from a defective disk.

REG Read, Set or Delete registry keys and values

REGEDIT Import or export registry settings

REGSVR32 Register or unregister a DLL

REGINI Change Registry Permissions

REM Record comments (remarks) in a batch file

REN Rename a file or files.

REPLACE Replace or update one file with another

RD Delete folder(s)

RDISK Create a Recovery Disk

RMTSHARE Share a folder or a printer

ROBOCOPY Robust File and Folder Copy

ROUTE Manipulate network routing tables

RUNAS Execute a program under a different user account

RUNDLL32 Run a DLL command (add/remove print connections)

SC Service Control

SCHTASKS Create or Edit Scheduled Tasks

SCLIST Display NT Services

ScriptIt Control GUI applications

SET Display, set, or remove environment variables

SETLOCAL Control the visibility of environment variables

SETX Set environment variables permanently

SHARE List or edit a file share or print share

SHIFT Shift the position of replaceable parameters in a batch file

SHORTCUT Create a windows shortcut (.LNK file)

SHOWGRPS List the NT Workgroups a user has joined

SHOWMBRS List the Users who are members of a Workgroup

SHUTDOWN Shutdown the computer

SLEEP Wait for x seconds

SOON Schedule a command to run in the near future

SORT Sort input

START Start a separate window to run a specified program or command

SU Switch User

SUBINACL Edit file and folder Permissions, Ownership and Domain

SUBST Associate a path with a drive letter

SYSTEMINFO List system configuration

TASKLIST List running applications and services

TIME Display or set the system time

TIMEOUT Delay processing of a batch file

TITLE Set the window title for a CMD.EXE session

TOUCH Change file timestamps

TRACERT Trace route to a remote host

TREE Graphical display of folder structure

TYPE Display the contents of a text file

USRSTAT List domain usernames and last login

VER Display version information

VERIFY Verify that files have been saved

VOL Display a disk label

WHERE Locate and display files in a directory tree

WHOAMI Output the current UserName and domain

WINDIFF Compare the contents of two files or sets of files

WINMSD Windows system diagnostics

WINMSDP Windows system diagnostics II

WMIC WMI Commands

XCACLS Change file permissions

XCOPY Copy files and folders

Microsoft Help pages: Windows XP - 2003 Server

Links to other Sites, books etc...