

Ctrl

# MICROSOFT TEAMS SHORTCUTS

Esc

## GENERAL

Show  
keyboard  
shortcuts



Open  
**Settings**



Go to  
**SEARCH**



Open **HELP**



Show  
commands



Close



Goto



Zoom in



Start a  
new chat



Zoom out



## NAVIGATION

Open  
**Activity**



Go to  
previous  
list item



Open  
**Chat**



Go to  
next  
list item



Open  
**Teams**



Move  
selected  
team up



Open  
**Calendar**



Move  
selected  
team down



Open  
**Calls**



Go to  
previous  
section



Open  
**Files**



Go to  
next  
section

