chromebook Shortcuts

KEYBOARD OVERVIEW

Escape: Aside from the usual, use this button to exit full screen view.

Right Arrow Button: Go to the next page in your browser history.

Full-Screen Shortcut: Hide the tabs and launcher in Full-Screen Immersive mode.

Screen Dimmer: Dim the screen.

Mute Button: Disable all noise from speakers.

Raise Volume: Increase the volume.

Left Arrow Button: Go to the previous page in your browser history

Reload Button: Reload your current page.

View All Windows: Show all windows in Overview mode.

Screen Brightener: Make the screen brighter.

Lessen Volume: Lower the volume.

Power Button: Use this to also perform a reset on the Chromebook.

KEYBOARD SHORTCUTS

Tabs & Windows Shortcuts

Open a new tab	**Ctrl + T**	Reopen the last closed tab	**Ctrl + Shift + T**
Close the current tab	**Ctrl + W**	Close the current window	**Ctrl + Shift + W**

Page Shortcuts

Scroll down the web page	**Space Bar**	Reload your current page	**Ctrl + R**
Go to top of page	**Ctrl + Alt + ^**	Right click a link	Press **Alt** and click a link
Go to bottom of page	**Ctrl + Alt + v**	Save current page as a bookmark	**Ctrl + D**

Browser Shortcuts

Open the History Page	**Ctrl + H**	Get help with your Chromebook	**Ctrl + ?**
Open the Downloads Page	**Ctrl + J**	Rotate screen 90 degrees	**Ctrl + Shift + Reload**

Text Editing Shortcuts

Select everything on the page	**Ctrl + A**	Go to beginning of document	**Ctrl + Search + <**
Page Up	**Alt + ^**	Copy selected content to clipboard	**Ctrl + C**
Page Down	**Alt + v**	Copy selected content from clipboard	**Ctrl + V**
Go to end of document	**Ctrl + Search + >**	Undo your last action	**Ctrl + Z**

TOUCHPAD SHORTCUTS

Command	Description of Operation
Right-Click	Press or tap the touchpad with two fingers. You can also press **Alt**, then click with one finger.
Scroll	Place two fingers on the touchpad and move them up and down to scroll vertically, or left and right to scroll horizontally.
Move between pages	To go back to a page you were just on, swipe left with two fingers. To go forward to a page you were just on, swipe right with two fingers.
See all open windows	Swipe up or down with three fingers.
Switch between tabs	If there are multiple tabs open, you can swipe right and left with three fingers to quickly change between tabs.
Drag and drop	Click and hold the item to move. While holding, move the item. Release your finger to drop the item in its new location.

TOUCHPAD TROUBLESHOOTING

Change Touchpad Settings:
1. Click "Status," where the picture appears
2. Click **Settings.**
3. In the "Device" section, adjust the sliders to set your touchpad or mouse speed
4. Click **Touchpad Settings** to: turn tap-to-click on or off, swap your primary mouse button, choose traditional or Australian scrolling.
5. When finished, click **OK.**

Fix Touchpad Problems:
-   If your touchpad stops working, try the following steps:
1. Make sure there is no dirt or dust on the touchpad.
2. Touch **ESC** key several times.
3. Drumroll your fingers on the touchpad for ten seconds.
4. Restart your Chromebook.
5. If the issue persists, contact your teacher librarian to submit a work order to LIS.