

Zoom Keyboard Shortcuts (All Operating Systems)

[Hot keys and keyboard shortcuts – Zoom Support](#)

Windows

You can view and edit keyboard shortcuts in your **Keyboard Shortcuts** settings.

1. Sign in to the Zoom desktop client.
2. Click your profile picture then click Settings.
3. The keyboard shortcuts will appear.

Meeting Commands for Windows

- F6: Navigate among Zoom popup windows.
- Ctrl+Alt+Shift: Change focus to Zoom Meeting controls (on top when sharing screen)
- PageUp: View the previous page of video participants in gallery view
- PageDown: View the next page of video participants in gallery view
- Alt: Toggle the option Always show meeting controls in General settings
- Alt+F1: Switch to Speaker view
- Alt+F2: Switch to Gallery view
- Alt+F4: Close the current window
- Alt+V: Start/stop video
- Alt+A: Mute/unmute audio
- Alt+M: Mute/unmute audio for everyone except host (for host only)
- Alt+S: Open share screen window or stop screen share if already sharing
- Note: Will only work when meeting control toolbar has focus
- Alt+Shift+S: Show/hide windows and applications available to share
- Note: Will only work when meeting control toolbar has focus
- Alt+T: Pause or resume screen share
- Note: Will only work when meeting control toolbar has focus
- Alt+R: Start/stop local recording
- Alt+C: Start/stop cloud recording
- Alt+P: Pause or resume recording
- Alt+N: Switch camera
- Alt+F: Enter or exit full screen mode
- Alt+H: Show/hide in-meeting chat panel
- Alt+U: Show/hide participants panel
- Alt+i: Open invite window
- Alt+Shift+i: Copy invitation link
- Alt+Y: Raise/lower hand
- Alt+Q: Display prompt to end or leave meeting
- Alt+Shift+R: Begin remote control
- Alt+Shift+G: Revoke/give up remote control permission
- Ctrl+2: Read active speaker name
- Ctrl+Alt+Shift+H: Show/hide floating meeting controls
- Ctrl++: Increase chat display size
- Ctrl+-: Decrease chat display size

Chat Commands for Windows

- Alt+Shift+T: Screenshot
- Alt+L: Switch between Portrait and Landscape views
- Ctrl+W: Hide current chat session
- Ctrl+Up: Go to previous chat
- Ctrl+Down: Go to next chat
- Alt+Left: Back in chat history
- Alt+Right: Forward in chat history
- Ctrl+N: Start a new chat
- Ctrl+F: Search
- Ctrl+L: Focus to list of all chats and channels
- Ctrl+U: Focus keyboard to latest message in current group chat or channel
- Ctrl+Alt+i: Add member to current group chat or channel
- Alt+N: Jump to start of new messages in the current group chat or channel
- Ctrl+Alt+Shift+D: Start network diagnostic
- Note: There are also additional shortcuts for editing chat messages.

Phone Commands for Windows

- Ctrl+P: Call highlighted phone number
- Ctrl+Shift+A: Accept inbound call
- Ctrl+Shift+E: End current call
- Ctrl+Shift+D: Decline inbound call
- Ctrl+Shift+M: Mute/unmute call
- Ctrl+Shift+H: Hold/unhold call
- Ctrl+Shift+T: Transfer call

MacOS

You can view and edit keyboard shortcuts in your Accessibility settings.

1. Sign in to the Zoom desktop client.
2. Click your profile picture then click Settings.
3. Click Keyboard Shortcuts .
4. The keyboard shortcuts will appear.

Please note the ⌘ symbol appears next to the word command in the shortcuts listed below, so may be read twice if using a screenreader.

Meeting Commands for MacOS

- Command(⌘)+J: Join meeting
- Command(⌘)+Control+V: Start meeting
- Command(⌘)+D: Schedule meeting
- Command(⌘)+Control+S: Screen share using direct share
- Command(⌘)+Shift+A: Mute/unmute audio
- Command(⌘)+Control+M: Mute audio for everyone except the host (only available to the host)
- Command(⌘)+Control+U: Unmute audio for everyone except host (only available to the host)
- Space: Push to talk. Press and hold to temporarily unmute
- Command(⌘)+Shift+V: Start/stop video
- Command(⌘)+Shift+N: Switch camera

- Command(⌘)+Shift+S: Start/stop screen share
- Command(⌘)+Shift+T: Pause or resume screen share
- Command(⌘)+Shift+R: Start local recording
- Command(⌘)+Shift+C: Start cloud recording
- Command(⌘)+Shift+P: Pause or resume recording
- Command(⌘)+Shift+W: Switch between speaker view and gallery view
- Ctrl+P: View the previous page of video participants in gallery view
- Ctrl+N: View the next page of video participants in gallery view
- Command(⌘)+U: Show/hide participants panel
- Command(⌘)+Shift+H: Show/hide in-meeting chat panel
- Command(⌘)+I: Open invite window
- Command(⌘)+Shift+I: Copy invite link
- Option+Y: Raise hand/lower hand
- Ctrl+Shift+R: Begin remote control
- Ctrl+Shift+G: Revoke/give up the remote control permission
- Command(⌘)+Shift+F: Enter or exit full screen
- Command(⌘)+Shift+M: Switch to minimal window
- Command(⌘)+Shift+D: Enable/disable dual monitor mode.
- Control+Option+Command+H: Show/hide floating meeting controls
- Command(⌘)+2: Read active speaker name
- Ctrl+\: Toggle the Always Show meeting controls option in General settings

Chat Commands for MacOS

- Command(⌘)+T: Screenshot
- Command(⌘)+=: Increase chat display size
- Command(⌘)+-: Decrease chat display size
- Command(⌘)+[: Back in chat history
- Command(⌘)+] : Forward in chat history
- Command(⌘)+N: New chat
- Command(⌘)+F: Search chat
- Command(⌘)+Option+i: Add member to current group chat or channel
- Command(⌘)+Shift+L: Focus to list of all chats and channels
- Command(⌘)+Control+N: Jump to start of new messages in current group chat or channel
- Command(⌘)+Shift+U: Focus on latest message in current group chat or channel
- Note: There are also additional shortcuts for editing chat messages.

Phone Commands for MacOS

- Control+Shift+C: Call highlighted phone number or search directory
- Control+Shift+A: Accept inbound call
- Control+Shift+D: Decline inbound call
- Control+Shift+E: End the current call
- Control+Shift+M: Mute/unmute call
- Control+Shift+H: Hold/unhold call
- Control+Shift+T: Transfer call

General Commands for MacOS

- Command(⌘)+W: Close current window

- Command(⌘)+Option+Shift+D: Start network diagnostic
- Command(⌘)+L: Switch between Portrait and Landscape views
- Control+T: Switch from one tab to the next

Linux

You can view all keyboard shortcuts in your Accessibility settings.

1. Sign in to the Zoom desktop client.
2. Click your profile picture then Settings.
3. Click Keyboard Shortcuts .
4. The keyboard shortcuts will appear.
5. Available shortcuts

Genera Commands for Linux

- Ctrl+Tab: Switch from one tab to the next
- Meeting
- Ctrl+\: Toggle the Always show meeting controls option in General settings
- Alt+V: Start/stop video
- Alt+A: Mute/unmute my audio
- Alt+M: Mute/unmute audio for everyone except the host (available only to the host)
- Alt+S: Start/stop screen sharing
- Alt+T: Pause/resume screen sharing
- Alt+R: Start/stop local recording
- Alt+C: Start/stop cloud recording
- Alt+P: Pause/resume recording
- Alt+N: Switch camera
- Esc: Exit full screen mode
- Alt+U: Open or close participants panel
- Alt+I: Open the invite window
- Alt+Y: Raise/lower hand
- Alt+Shift+R: Begin remote control
- Alt+Shift+G: Revoke remote control permission

Chat Commands for Linux

- Alt+Shift+T: Screenshot
- Ctrl+W: Close current chat session
- Alt+Left: Back in chat history
- Alt+Right: Forward in chat history
- Alt+Shift+Left: Collapse all chat sections

Phone Commands for Linux

- Ctrl+Shift+A: Accept inbound call.
- Ctrl+Shift+D: Decline inbound call.
- Ctrl+Shift+E: End current call.
- Ctrl+Shift+M: Mute/unmute mic.
- Ctrl+Shift+H: Hold/unhold call.

iOS

If you are using an iPad with a keyboard, the following shortcuts are available in a Zoom meeting:

General Commands for iOS

- Command + Shift + A: Mute/unmute my audio
- Command + Shift + V: Start/stop my video
- Command + Shift + H: Display/hide chat
- Command + Shift + M: Minimize meeting
- Command + U: Display/hide manage participants
- Command + W: Close the front window, such as the participants or meeting settings window

SSP Staff, June 2023