Zoom Windows meeting shortcuts

CONCEPTS

Most in-meeting shortcuts only work while the Zoom meeting window has focus. Shortcuts can be made global in Settings > Keyboard Shortcuts, but only the ones Zoom marks as eligible.

Shown are Windows keys. On macOS most Alt+letter shortcuts become Cmd+Shift+letter (Cmd+Shift+A mute, Cmd+Shift+V video); Alt+Y becomes Option+Y. A few exist on one platform only.

AUDIO AND VIDEO

Alt + **A**
Mute / unmute your mic

Alt + **V**
Start / stop your video

Alt + **M**
Mute all except host

Alt + **Y**
Raise / lower hand

Alt + **Shift** + **5**
Send thumbs up

SCREEN SHARING

Alt + **S**
Share screen / stop sharing

Alt + **T**
Pause / resume share

MEETING WINDOW

Alt + **H**
Show / hide chat

Alt + **U**
Show / hide participants

Alt + **F**
Enter / exit full screen

MEETING WINDOW (cont.)

Alt + **F1**
Speaker view

Alt + **F2**
Gallery view

PageUp / **PageDown**
Previous / next gallery page

Alt + **Q**
Prompt to end or leave meeting

Alt + **I**
Open invite window

Alt + **Shift** + **I**
Copy invite link

RECORDING

Alt + **R**
Start / stop local recording

Alt + **C**
Start / stop cloud recording

Alt + **P**
Pause / resume recording

IN-MEETING CHAT

Alt + **Shift** + **E**
Focus the chat input

CHAT AND CHANNELS

Ctrl + **N**
Start a new chat

Ctrl + **F**
Search in chat or channel

Ctrl + **L**
Focus list of chats and channels

Ctrl + **Up** / **Ctrl** + **Down**
Previous / next chat

Ctrl + **K**
Insert hyperlink