

Zoom Keyboard Shortcuts 'Cheat Sheet' – Windows / Mac

Cheat sheet of helpful Zoom shortcuts that work for both PC and Mac:

Zoom Shortcuts

Action	Windows	Mac
Mute/unmute audio	Alt + A	⌘ + Shift + A
Start/stop video	Alt + V	⌘ + Shift + V
Join a meeting	Ctrl + J	⌘ + J
Schedule a meeting	Ctrl + D	⌘ + D
Start/stop screen sharing	Alt + Shift + S	⌘ + Shift + S
Pause/resume screen sharing	Alt + T	⌘ + Shift + T
Start/stop local recording	Alt + R	⌘ + Shift + R
Start/stop cloud recording	Alt + C	⌘ + Shift + C
Pause/resume recording	Alt + P	⌘ + Shift + P
Switch to Speaker view	Alt + F1	⌘ + Shift + W
Switch to Gallery view	Alt + F2	⌘ + Shift + W
Raise/lower hand	Alt + Y	⌘ + Y
Open the Participants Panel	Alt + U	⌘ + U
Open chat window	Alt + H	⌘ + Shift + H
Open invite window	Alt + I	⌘ + I
Leave or end meeting	Alt + Q	⌘ + W
Push-to-talk (hold to speak)	Space (when muted)	Space (when muted)
Full Screen Speaker	Double-Click main window	

Special shortcuts for remote control:

Alt+Shift+R / ⌘+Shift+R to Gain Control;

Alt+Shift+G / ⌘+Shift+G to Stop Control

Top Laptop Zoom Tutorials on YouTube

(PC/Mac)	Android/iPhone/iPad
Beginner's Guide on How to Use Zoom https://www.seniorliving.org/tech/senior-zoom-guide/	Zoom App on your Mobile Device https://youtu.be/MhK0eto8nHI
How to Use Zoom for Seniors https://youtu.be/g4VZ9_MP_x8	How to join a Zoom Meeting in 5 Simple Steps https://youtu.be/aEXEQiq0oD4
How to Use Zoom – The Basics https://youtu.be/x1CwZFIAyxY	