

Zoom Keyboard Shortcuts for Windows and macOS



Windows

General

F6	Move between Zoom popup windows
Ctrl + F	Search
Alt + F	Enter/exit full screen mode
Alt + L	Toggle between Portrait view and Landscape view
Alt + F4	Close current window

Chat Controls

Ctrl + T	Jump to chat with someone
Alt + Shift + T	Take a screenshot
Ctrl + Up	Go to previous chat
Ctrl + Down	Go to next chat
Ctrl + W	Close current chat session

In-Meeting Shortcuts

Alt + I	Open Invite window
Alt + A	Mute/unmute audio
¹ Alt + M	Mute/unmute audio for everyone except host
Alt + V	Start/stop video
Alt + N	Switch camera
² Alt + Shift + S	Start/stop screen sharing
² Alt + T	Pause/resume screen sharing
Alt + R	Start/stop local recording
Alt + C	Start/stop cloud recording
Alt + P	Pause/resume recording
Alt + F1	Switch to Active Speaker view
Alt + F2	Switch to Gallery view
Ctrl + 2	Read active speaker name
Alt + U	Show/hide Participants panel
Alt + H	Show/hide Chat panel
Ctrl + Alt + Shift	Move focus to meeting controls
Ctrl + Alt + Shift + H	Show/hide floating meeting controls
Alt + Y	Raise/lower hand

PageUp	View previous page of video participants in Gallery view
PageDown	View next page of video participants in Gallery view
Alt + Shift + R	Begin Remote Control
Alt + Shift + G	Revoke Remote Control permission

macOS

General

Cmd + J	Join meeting
Cmd + D	Schedule meeting
Cmd + Control + V	Start new meeting
Cmd + Control + S	Share screen
Cmd + F	Search
Cmd + Shift + F	Enter full screen mode
Esc	Exit full screen mode
Cmd + Shift + M	Enter/exit Minimal view
Cmd + L	Toggle between Portrait view and Landscape view
Cmd + W	Close current window

Chat Controls

Cmd + K	Jump to chat with someone
Cmd + T	Take a screenshot
Cmd ++	Increase chat display size
Cmd +-	Decrease chat display size

In-Meeting Shortcuts

Cmd + I	Open Invite window
Cmd + Shift + A	Mute/unmute audio
¹ Cmd + Control + M	Mute audio for everyone except host
¹ Cmd + Control + U	Unmute audio for everyone except host
Cmd + Shift + V	Start/stop video
Cmd + Shift + N	Switch camera
Cmd + Shift + S	Start/stop screen sharing
Cmd + Shift + T	Pause/resume screen sharing

Cmd + Shift + R	Start/stop local recording
Cmd + Shift + C	Start/stop cloud recording
Cmd + Shift + P	Pause/resume recording
Cmd + Shift + W	Toggle between Active Speaker view and Gallery view
Cmd + 2	Read active speaker name
Cmd + U	Show/hide Participants panel
Cmd + Shift + H	Show/hide Chat panel
³ Control + \	Show/hide meeting controls
Option + Y	Raise/lower hand
Control + P	View previous page of video participants in Gallery view
Control + N	View next page of video participants in Gallery view
Control + Shift + R	Begin Remote Control
Control + Shift + G	Revoke Remote Control permission
Cmd + W	Prompt to leave/end meeting

¹Shortcut is available only if you're the host.

²Shortcut works only when meeting controls toolbar has focus.

³Shortcut is available only if **Always show meeting controls** checkbox is enabled under **Settings > Accessibility**. The checkbox is enabled by default.