Microsoft Teams Shortcuts

General Shortcuts		
To do this	In the Desktop app, press	In the Web app, press
Show keyboard shortcuts	Ctrl+Period (.)	Ctrl+Period (.)
Go to Search	Ctrl+E	Ctrl+E
Show commands	Ctrl+Slash (/)	Ctrl+Slash (/)
Goto	Ctrl+G	Ctrl+Shift+G
Start a new chat	Ctrl+N	Left Alt+N
Open Settings	Ctrl+Comma (,)	Ctrl+Comma (,)
Open Help	F1	Ctrl+F1
Close	Esc	Esc
Zoom in	Ctrl+Equals sign (=)	No shortcut
Zoom out	Ctrl+Minus sign (-)	No shortcut
Navigation Shortcuts		
Open Activity	Ctrl+1	Ctrl+Shift+1
Open Chat	Ctrl+2	Ctrl+Shift+2
Open Teams	Ctrl+3	Ctrl+Shift+3
Open Calendar	Ctrl+4	Ctrl+Shift+4
Open Calls	Ctrl+5	Ctrl+Shift+5
Open Files	Ctrl+6	Ctrl+Shift+6
Go to previous list item	Left Alt+Up arrow key	Left Alt+Up arrow key
Go to next list item	Left Alt+Down arrow key	Left Alt+Down arrow key
Move selected team up	Ctrl+Shift+Up arrow key	No shortcut
Move selected team down	Ctrl+Shift+Down arrow key	No shortcut
Go to previous section	Ctrl+Shift+F6	Ctrl+Shift+F6
Go to next section	Ctrl+F6	Ctrl+F6
Messaging Shortcuts		
Go to compose box	Alt+Shift+C	Alt+Shift+C
Expand compose box	Ctrl+Shift+X	Ctrl+Shift+X
Send (expanded compose box)	Ctrl+Enter	Ctrl+Enter
Attach file	Ctrl+O	Ctrl+Shift+O
Start new line	Shift+Enter	Shift+Enter
Reply to thread	Alt+Shift+R	Alt+Shift+R
Mark as important	Ctrl+Shift+I	Ctrl+Shift+I
Calling Shortcuts		
Accept video call	Ctrl+Shift+A	Ctrl+Shift+A
Accept audio call	Ctrl+Shift+S	Ctrl+Shift+S
Decline call	Ctrl+Shift+D	Ctrl+Shift+D
Start audio call	Ctrl+Shift+C	Ctrl+Shift+C
Start video call	Ctrl+Shift+U	Ctrl+Shift+U
Toggle mute	Ctrl+Shift+M	Ctrl+Shift+M
Toggle video	Ctrl+Shift+O	No shortcut
Filter current list	Ctrl+Shift+F	Ctrl+Shift+F
Go to sharing toolbar	Ctrl+Shift+Space	Ctrl+Shift+Space