








# Admin Keyboard shortcuts using zoom

## Available Keyboard Shortcuts

<b>Audio</b> 	<b>Alt+M</b>   <b>Note:</b> For the meeting host only	<ul style="list-style-type: none"> <li>Mute/unmute audio for everyone except host</li> </ul>
	<b>Alt+A</b> 	<ul style="list-style-type: none"> <li>Mute/unmute audio</li> </ul>
 <b>View screens</b>	<b>Alt+F1:</b>	Switch to <b>active</b> speaker view in video meeting
	<b>Alt+F2:</b>	Switch to <b>gallery</b> video view in video meeting
	<b>PageUp:</b> View previous 25 video stream in gallery view  <b>PageDown:</b> View next 25 video stream in gallery view	
	<b>Ctrl+2:</b>	Read active speaker name
	<b>Alt+Y:</b>	Raise/lower hand
	<b>Alt+U:</b>	Display/hide Participants panel
<b>Screen Share</b>  	<b>Ctrl+Alt+Shift:</b>	Move focus to Zoom's meeting controls
	<b>Alt+S:</b>  <b>Note:</b> Will only work when meeting control toolbar has focus	Launch and stop screen share
<b>In case of emergency</b> 😊	<b>Alt+Shift+T:</b>	Screenshot
	<b>Ctrl+T:</b> Jump to chat with someone	