

<b>Shortcut of the day: Ctrl + W - Close Document</b>
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Howdy,

Shortcut of today is

## **Ctrl + W**

This shortcut is less popular but nonetheless useful if you handle a lot of documents, browser tabs, files, etc. It **Closes** the current document, window or tab generally without closing the program that handles the respective file. For example if you press Ctrl + W in your browser it will close the current tab but keep the browser open. Another shortcut that has the same function in many programs is **Ctrl + F4**.

Drop us a line if you know of other uses for this shortcut.

See you.