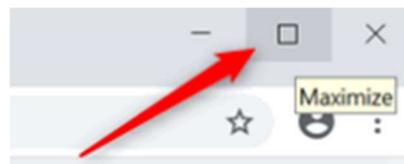


# Minimize/Restore/Maximize apps in Windows 10

from the caption buttons on the top-right corner of the title bar

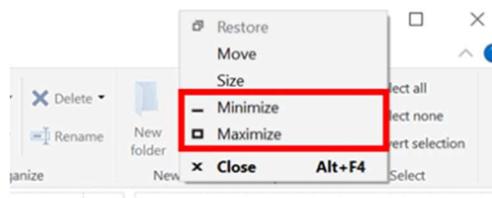


Once Maximized



from the title bar menu using the mouse

Right-click or Press-hold to open this menu:

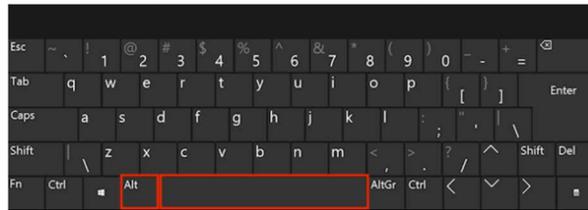


Once Maximized, the Restore choice returns to previous size and location screen:

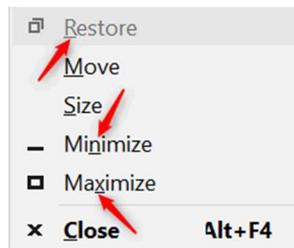


## from the title bar menu using keyboard shortcuts

Open menu with Alt-space



Then use N X or R



Find the shortcuts for your language by checking the underlined letters

## using Windows keyboard shortcuts

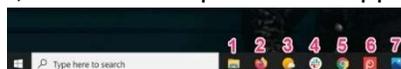
To minimize the app you are using, press **Windows + Down arrow**



To maximize the current app, press **Windows + Up arrow**



The first 10 apps on the Taskbar have their own shortcuts, choose their placement appropriately



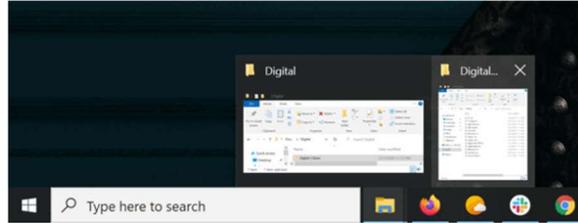
Press the Windows Key + the number key corresponding to the icon of the open app you want to minimize



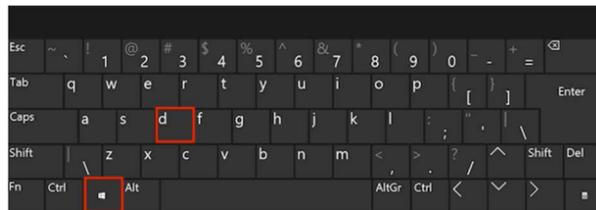
That same short will open the app if it's not running.

And if it is running it will restore the window.

If multiple copies are running keep holding the Windows Key and pressing the number until the one you want is highlighted.

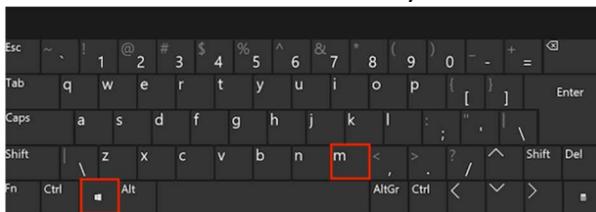


Win+D will minimize all windows and display your Desktop



Pressing Win+D displays them again

Win+M will also **M**inimize all your windows



But now to display them again use Win+Shift+M

Another useful one which will focus attention on the currently active window and close all the other ones is Win+Home



## The taskbar offers several ways to Minimize or Maximize app windows

First, look closely at the icons on the Taskbar, the highlighted one is the active window:



Ones with a solid color line all the way under it is running in a single window:



A click or tap on one of these icons will restore its window if minimized, or minimize it if open.

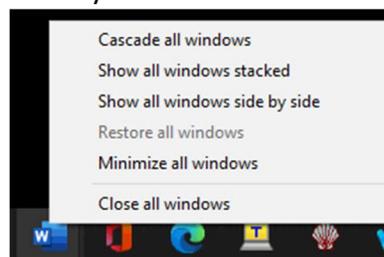
Ones with a line under it that is lighter in color on the right is running in two or more windows:



Hovering over, or clicking on the icon displays thumbnails of the windows it's running in, click on the one you want to restore or make it active. (Clicking keeps the thumbnails from disappearing until you pick one.)

Shift-right-clicking or Shift+press+hold on a thumbnail or an icon with only one window open brings up a menu like on the title bar and you can click or use M, X, or R

Shift- right-click (or press-hold) brings up this menu which give you all kinds of very useful options. (Where All Windows only refer to all windows of this app).



And ones with no line under them are pinned to the Taskbar, but not running. (Ones not pinned disappear from the Taskbar when closed.)

## Maximize an app's window using its title bar

Double-click or double-tap on a window's title bar to maximize it.

Double-click or double-tap on it quickly to restore to where it was.

You can also grab the title bar and grab to the top until there a highlight flashes around the cursor to maximize it.

## Minimize all windows with one click or tap

The *Show desktop* button minimizes all the apps on your screen with one click or tap.

