Using Keyboard Shortcuts

**Windows + L** locks your computer.

**A windows keyboard with the "Windows" key and the "L" key highlighted.
**

**The computer below is locked. You need to click on it with your mouse or swipe up to sign in.**

**A windows lock screen depicts a display picture, date, and time.
**

**Ctrl-Alt-Del** gives you many options like Lock, Sign Out, and the Power icon.

A windows keyboard with the "Ctrl" key, "Alt" key, and the "Del" key highlighted.


The Lock and the Sign out are words. To Shut down, use the Power icon in in the corner.

A windows screen depicts the following options in the center. Switch User, Sign Out, Change Password, Task Manager, and Cancel button. The internet icon, clock icon, and the power icon are given at the bottom right corner. The power icon upon selecting, opens to options like "Sleep", "Shut Down", and "Restart". The Shut Down option is highlighted.
