Features

Windows 10

- Clipboard history: Under **System settings > System > Clipboard**, you can activate the *clipboard history*. Password managers such as KeePass are smart enough to not put any credentials into it.

(Win) Flow launcher

- Open bookmarks: b <query>
- Search for some setting: s <query>
- Run system commands (e.g. sleep / hibernate / restart)
- Google search: <query>
    - Or "maps <query>"

(Win) FreeCommander

- Wipe files/folders permanently (Ctrl+Shift+Del)
- Create or verify checksums
- Multi-rename using patterns
- Search in folders
- Compare / synchronize folders

(Win) PowerToys

- Disable all modules except for the Keyboard manager, use it to *Remap a shortcut*: "Win+Space" to "Alt+Space" (to trigger *Flow Launcher*). This conserves background memory usage.

Firefox

- Sync feature:
    - Keeps bookmarks and browser history of multiple devices in sync (including smartphones)
    - Allows sending a URL to be opened on a different device (right-click on Tab -> "Send tab to device")
    - Let's you inspect open tabs on other devices (hamburger menu -> Account)
- Extension Multi-account containers: separate environments where cookies are isolated from each other. Useful to have multiple logins for the *same* service.
    - Some UI/UX aspects of the plug-in are poor, there are other 3rd party extensions such as this that improve on it.
- Extensions may have shortcuts. To inspect and configure them, go to about:addons, click the cog-wheel -> Manage Extension Shortcuts.

- Back up bookmarks (without using Firefox Sync Cloud Service, e.g. for privacy reasons):
  - Create a helper script that you run daily, which backs up the "<firefox-profile-root>/bookmarkbackups" folder (e.g. to a OneDrive folder)

emClient

- **Snooze email:** hides the mail and makes it reappear as new after a defined time interval
- **Watch for reply** feature: lets you generate a notification if someone has replied (or *not* replied) within a certain time interval to a specific email. Can also be configured in the Mail compose window ("eye" symbol).

(macOS) Teams

- Send *scheduled* message: right-click on the "send message" button. Great to remind people to do something at a specific point of time.
- Typing emoticons: instead of inserting emoticons using the menu, simply *type* the emoticon's name in parentheses, e.g. "(wink)". Teams converts this to the emoticon. To find out the available emoticon names, open the emoticon menu, then hover over the emoticon with your mouse.
- Use MarkDown-style formatting, see here (official docs) for details about the syntax
  - _test_ or *test*
- Quote: > (press Enter *twice* to leave it)
- Global mute button for macOS:
  - Solution approach: https://dev.to/gyandeeps/macos-universally-mute-teams-mic-with-keyboard-4jhc but use the script from https://github.com/kpshek/microsoft-teams-applescripts/blob/main/microsoft-teams-toggle-audio.applescript
  - Implement it by creating an *application bundle* in Automator, to avoid the permission issues described here. Then create a *Quick action* that simply launches this application bundle.
  - Add "System Events.app" to the Accessibility apps if there are problems (/System/Library/CoreServices/System Events.app)
  - **Note:** for the shortcut to work, you may not minimize the main Teams window.

Shortcuts

Application	Description	Shortcut
Windows	Show Desktop	Win+D
Windows	Go to lock screen	Win+L
Windows	Paste from clipboard history **Note:** for *images*, only the latest one is preserved!	Win+V
FreeCommander	Navigate to recently opened folders (history)	Alt+Down
FreeCommander	Change cursor focus to quick filter	Ctrl+Y
FreeCommander	Toggle showing size of folders (slow!)	Alt+F9
FreeCommander	Rename selected file/folder	F2

FreeCommander	Create new empty folder	F7
Firefox	Open bookmarks (including search box)	Ctrl+B
Firefox (macOS)	Duplicate tab Note: requires this add-on	Alt+Shift+D
Firefox (macOS)	Create new DPDHL tab **Note**: requires customizing the shortcut!	Ctrl+Shift+1
emClient	Reply to all	Ctrl+Shift+R
emClient	Forward email	Ctrl+F
emClient	Follow-up / mark email with red flag	Ins
MS Teams	Trigger advanced message box mode. Officially called "Expand compose box"	Command+Shift+X
MS Teams	Global microphone mute/unmute shortcut Note: customized via Automator App	Ctrl+Command+M
Finder (macOS)	Open text field where you can type a path to open (that cannot be clicked, e.g. "/")	Cmd+Shift+G
Word (macOS)	Move paragraph or bullet point up/down	Ctrl+Shift+<up/down>
Outlook (macOS)	Switch between Calendar (2) and Mail (1) view	Cmd+1/2