

In Windows there are handy shortcuts to use for a lot of things. Cutting, copying, and pasting are a few of them.

Cutting: Hold down CTRL and X.

Copying: Hold down CTRL and C.

Pasting: Hold down CTRL and V.

A few other handy ones;

Saving: CTRL and S.

New: CTRL and N.

Open: CTRL and O.

Undo: CTRL and Z.

Redo: CTRL and Y.