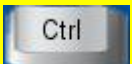
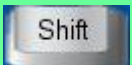
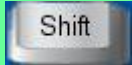


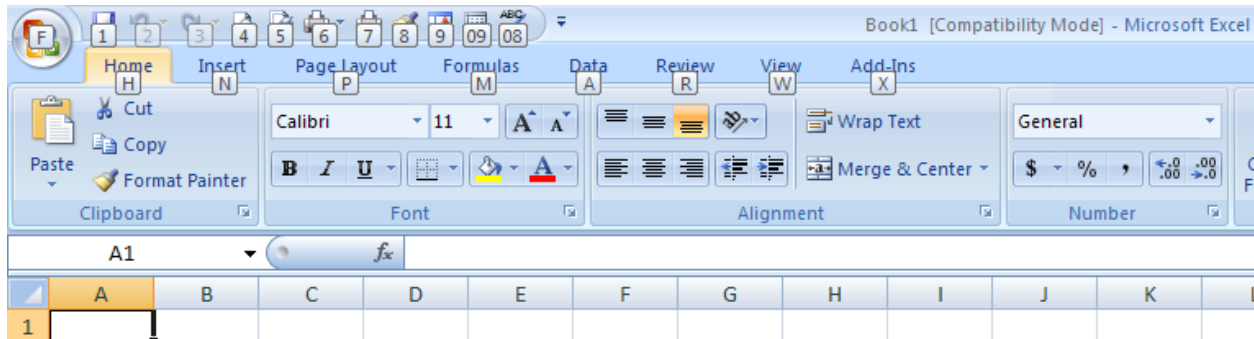


Highlight the text/area first, then ...

 +	A	Select all		
	B	Bold text	S	Save
	C	Copy		
			U	<u>Underline text</u>
			V	Paste
	F	Find		
	H	Replace	X	Cut
	I	<i>Italicize text</i>	Y	Redo last action
			Z	Undo last action
	K	Insert a hyperlink		
			BACKSPACE	Delete word to the cursor's left
			END	Move to the end
	O	Open	Home	Move to the beginning
P	Print menu/window			
 Shift	F3	Insert a Function	 Shift	F7
		Fx		




Or F10



Tap the ALT key and view the commands ie: F H N P M A R W X 1 2 3 4 5 6 7 8 9 09 08



Highlight the text/area first, then ...

 +				
	Enter			

Highlight the text before, then

Mouse shortcuts	Description
Ctrl + Mouse wheel	Zooms in and out of document.

To view what's on the clipboard

