

Alt+Function Keys :-	
Alt+F1	Go to the next field.
Alt+F3	Create a new Building Block.
Alt+F4	Exit Word.
Alt+F5	Restore the program window size.
Alt+F6	Move from an open dialog box back to the document, for dialog boxes that support this behavior.
Alt+F7	Find the next misspelling or grammatical error.
Alt+F8	Run a macro.
Alt+F9	Switch between all field codes and their results.
Alt+F10	Display the Selection task pane.
Alt+F11	Display Microsoft Visual Basic code.
Alt+Shift+Function Keys :-	
Alt+Shift+F1	Go to the previous field.
Alt+Shift+F2	Choose the Save command.
Alt+Shift+F9	Run GOTOBUTTON or MACROBUTTON from the field that displays the field results.
Alt+Shift+F10	Display a menu or message for an available action.
Alt+Shift+F12	Choose Table of Contents button in the Table of Contents container when the container is active.
Ctrl+Alt+Function Keys :-	
Ctrl+Alt+F1	Display Microsoft System Information.
Ctrl+Alt+F2	Choose the Open command.