|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Alt | Esc |  |  | Push app to background |
| Alt | F1 |  |  |  |
| Alt | F2 |  |  |  |
| Alt | F3 |  |  |  |
| Alt | F4 |  |  | Close |
| Alt | F5 |  |  |  |
| Alt | F6 |  |  |  |
| Alt | F7 |  |  | left click |
| Alt | F8 |  |  | Macros menu |
| Alt | F9 |  |  | Unknown |
| Alt | F10 |  |  | Selection pane |
| Alt | F11 |  |  | VBA pane |
| Alt | F12 |  |  |  |
| Alt | Ins |  |  |  |
| Alt | Del |  |  |  |
| Alt | Home |  |  | Return to left |
| Alt | End |  |  | Return to right |
| Alt | Pg up |  |  | Return to top |
| Alt | Pg dn |  |  | Return to bottom |
| Alt | ` |  |  |  |
| Alt | 1 |  |  | Save as |
| Alt | 2 |  |  | Re-do menu |
| Alt | 3 |  |  | Re-do |
| Alt | 4 |  |  | Mouse/touch screen toggle |
| Alt | 5 |  |  |  |
| Alt | 6 |  |  |  |
| Alt | 7 |  |  |  |
| Alt | 8 |  |  |  |
| Alt | 9 |  |  |  |
| Alt | 0 |  |  |  |
| Alt | - |  |  |  |
| Alt | = |  |  | Equation editor |
| Alt | Backspace |  |  | Erase last word |
| Alt | Num lock |  |  |  |
| Alt | Num pad / |  |  |  |
| Alt | Num pad \* |  |  |  |
| Alt | Num pad - |  |  |  |
| Alt | Tab |  |  | Other apps |
| Alt | Q |  |  | Tell me field |
| Alt | W |  |  | View tab |
| Alt | E |  |  |  |
| Alt | R |  |  | Review tab |
| Alt | T |  |  |  |
| Alt | Y |  |  | Help tab |
| Alt | U |  |  |  |
| Alt | I |  |  |  |
| Alt | O |  |  |  |
| Alt | P |  |  | Layout tab |
| Alt | [ |  |  |  |
| Alt | ] |  |  |  |
| Alt | \ |  |  |  |
| Alt | Num pad 7 |  |  | Return left |
| Alt | Num pad 8 |  |  | One cell left |
| Alt | Num pad 9 |  |  | Return top |
| Alt | Num pad + |  |  | Equation editor |
| Alt | Caps lock |  |  | Caps lock |
| Alt | A |  |  |  |
| Alt | S |  |  | References tab |
| Alt | D |  |  |  |
| Alt | F |  |  | Info page |
| Alt | G |  |  | Design tab |
| Alt | H |  |  | Home tab |
| Alt | J |  |  | Table tabs |
| Alt | K |  |  |  |
| Alt | L |  |  | Developer tab |
| Alt | ; |  |  |  |
| Alt | ‘ |  |  |  |
| Alt | Enter |  |  | Redo |
| Alt | Num pad 4 |  |  |  |
| Alt | Num pad 5 |  |  | Select all |
| Alt | Num pad 6 |  |  |  |
| Alt | Shift |  |  |  |
| Alt | Z |  |  | Share pane |
| Alt | X |  |  |  |
| Alt | C |  |  |  |
| Alt | V |  |  |  |
| Alt | B |  |  |  |
| Alt | N |  |  | Insert tab |
| Alt | M |  |  | Mailings tab |
| Alt | , |  |  |  |
| Alt | . |  |  |  |
| Alt | / |  |  |  |
| Alt | Shift |  |  |  |
| Alt | Num pad 1 |  |  |  |
| Alt | Num pad 2 |  |  | Return right |
| Alt | Num pad 3 |  |  |  |
| Alt | Num pad enter |  |  | Return bottom |
| Alt | Ctrl |  |  |  |
| Alt | Fn |  |  |  |
| Alt | Command |  |  |  |
| Alt | Space bar |  |  | Save menu |
| Alt | Left arrow |  |  |  |
| Alt | Up arrow |  |  | Return right |
| Alt | Down arrow |  |  | Return left |
| Alt | Right arrow |  |  |  |
| Alt | Num pad 0 |  |  |  |
| Alt | Num pad . |  |  |  |
| Ctrl | Alt | Esc |  | Push to background |
| Ctrl | Alt | F1 |  | System hotkey |
| Ctrl | Alt | F2 |  | Open hotkey |
| Ctrl | Alt | F3 |  |  |
| Ctrl | Alt | F4 |  |  |
| Ctrl | Alt | F5 |  |  |
| Ctrl | Alt | F6 |  |  |
| Ctrl | Alt | F7 |  | Some weird language stuff |
| Ctrl | Alt | F8 |  |  |
| Ctrl | Alt | F9 |  |  |
| Ctrl | Alt | F10 |  |  |
| Ctrl | Alt | F11 |  | Unknown |
| Ctrl | Alt | F12 |  | System hotkey |
| Ctrl | Alt | Ins |  |  |
| Ctrl | Alt | Del |  | System hotkey |
| Ctrl | Alt | Home |  |  |
| Ctrl | Alt | End |  |  |
| Ctrl | Alt | Pg up |  | Return right |
| Ctrl | Alt | Pg dn |  | Return left |
| Ctrl | Alt | ` |  |  |
| Ctrl | Alt | 1 |  | font edit |
| Ctrl | Alt | 2 |  | Font edit |
| Ctrl | Alt | 3 |  | Font edit |
| Ctrl | Alt | 4 |  |  |
| Ctrl | Alt | 5 |  |  |
| Ctrl | Alt | 6 |  |  |
| Ctrl | Alt | 7 |  |  |
| Ctrl | Alt | 8 |  |  |
| Ctrl | Alt | 9 |  |  |
| Ctrl | Alt | 0 |  |  |
| Ctrl | Alt | - |  |  |
| Ctrl | Alt | = |  |  |
| Ctrl | Alt | Backspace |  |  |
| Ctrl | Alt | Num lock |  |  |
| Ctrl | Alt | Num pad / |  |  |
| Ctrl | Alt | Num pad \* |  |  |
| Ctrl | Alt | Num pad - |  | — |
| Ctrl | Alt | Tab |  | Switch app |
| Ctrl | Alt | Q |  |  |
| Ctrl | Alt | W |  |  |
| Ctrl | Alt | E |  | € |
| Ctrl | Alt | R |  | ® |
| Ctrl | Alt | T |  | ™ |
| Ctrl | Alt | Y |  | Unknown |
| Ctrl | Alt | U |  | unknown |
| Ctrl | Alt | I |  | Print page |
| Ctrl | Alt | O |  | Outline view |
| Ctrl | Alt | P |  | Unknown |
| Ctrl | Alt | [ |  |  |
| Ctrl | Alt | ] |  |  |
| Ctrl | Alt | \ |  |  |
| Ctrl | Alt | Num pad 7 |  |  |
| Ctrl | Alt | Num pad 8 |  |  |
| Ctrl | Alt | Num pad 9 |  |  |
| Ctrl | Alt | Num pad + |  | Unknown |
| Ctrl | Alt | Caps lock |  | Caps lock |
| Ctrl | Alt | A |  |  |
| Ctrl | Alt | S |  | unknown |
| Ctrl | Alt | D |  | Unknown |
| Ctrl | Alt | F |  | Superscript |
| Ctrl | Alt | G |  |  |
| Ctrl | Alt | H |  |  |
| Ctrl | Alt | J |  |  |
| Ctrl | Alt | K |  |  |
| Ctrl | Alt | L |  | Bullet |
| Ctrl | Alt | ; |  |  |
| Ctrl | Alt | ‘ |  |  |
| Ctrl | Alt | Enter |  |  |
| Ctrl | Alt | Num pad 4 |  |  |
| Ctrl | Alt | Num pad 5 |  |  |
| Ctrl | Alt | Num pad 6 |  |  |
| Ctrl | Alt | Shift |  |  |
| Ctrl | Alt | Z |  | Unknown |
| Ctrl | Alt | X |  |  |
| Ctrl | Alt | C |  | © |
| Ctrl | Alt | V |  | Paste special |
| Ctrl | Alt | B |  |  |
| Ctrl | Alt | N |  | Draft pane |
| Ctrl | Alt | M |  | Comment |
| Ctrl | Alt | , |  |  |
| Ctrl | Alt | . |  | … |
| Ctrl | Alt | / |  |  |
| Ctrl | Alt | Shift |  |  |
| Ctrl | Alt | Num pad 1 |  |  |
| Ctrl | Alt | Num pad 2 |  |  |
| Ctrl | Alt | Num pad 3 |  |  |
| Ctrl | Alt | Num pad enter |  |  |
| Ctrl | Alt | Fn |  |  |
| Ctrl | Alt | Command |  |  |
| Ctrl | Alt | Space bar |  |  |
| Ctrl | Alt | Left arrow |  |  |
| Ctrl | Alt | Up arrow |  |  |
| Ctrl | Alt | Down arrow |  |  |
| Ctrl | Alt | Right arrow |  |  |
| Ctrl | Alt | Num pad 0 |  |  |
| Ctrl | Alt | Num pad . |  | System hotkey |
| Ctrl | Alt | shift | Esc | Push to background |
| Ctrl | Alt | shift | F1 | System hotkey |
| Ctrl | Alt | shift | F2 | Open hotkey |
| Ctrl | Alt | shift | F3 |  |
| Ctrl | Alt | shift | F4 |  |
| Ctrl | Alt | shift | F5 |  |
| ctrl | alt | shift | F6 |  |
| Ctrl | Alt | shift | F7 | Some weird language stuff |
| Ctrl | Alt | shift | F8 |  |
| Ctrl | Alt | shift | F9 |  |
| Ctrl | Alt | shift | F10 |  |
| Ctrl | Alt | shift | F11 | Unknown |
| Ctrl | Alt | shift | F12 | System hotkey |
| Ctrl | Alt | shift | Ins |  |
| Ctrl | Alt | shift | Del | System hotkey |
| Ctrl | Alt | shift | Home |  |
| Ctrl | Alt | shift | End |  |
| Ctrl | Alt | shift | Pg up | Return right |
| Ctrl | Alt | shift | Pg dn | Return left |
| Ctrl | Alt | shift | ` |  |
| ctrl | alt | shift | 1 | font edit |
| Ctrl | Alt | shift | 2 | Font edit |
| Ctrl | Alt | shift | 3 | Font edit |
| Ctrl | Alt | shift | 4 |  |
| Ctrl | Alt | shift | 5 |  |
| Ctrl | Alt | shift | 6 |  |
| Ctrl | Alt | shift | 7 |  |
| Ctrl | Alt | shift | 8 |  |
| Ctrl | Alt | shift | 9 |  |
| Ctrl | Alt | shift | 0 |  |
| Ctrl | Alt | shift | - |  |
| Ctrl | Alt | shift | = |  |
| Ctrl | Alt | shift | Backspace |  |
| Ctrl | Alt | shift | Num lock |  |
| ctrl | alt | shift | Num pad / |  |
| Ctrl | Alt | shift | Num pad \* |  |
| Ctrl | Alt | shift | Num pad - | — |
| Ctrl | Alt | shift | Tab | Switch app |
| Ctrl | Alt | shift | Q |  |
| Ctrl | Alt | shift | W |  |
| Ctrl | Alt | shift | E | € |
| Ctrl | Alt | shift | R | ® |
| Ctrl | Alt | shift | T | ™ |
| Ctrl | Alt | shift | Y | Unknown |
| Ctrl | Alt | shift | U | unknown |
| Ctrl | Alt | shift | I | Print page |
| Ctrl | Alt | shift | O | Outline view |
| Ctrl | Alt | shift | P | Unknown |
| ctrl | alt | shift | [ |  |
| Ctrl | Alt | shift | ] |  |
| Ctrl | Alt | shift | \ |  |
| Ctrl | Alt | shift | Num pad 7 |  |
| Ctrl | Alt | shift | Num pad 8 |  |
| Ctrl | Alt | shift | Num pad 9 |  |
| Ctrl | Alt | shift | Num pad + | Unknown |
| Ctrl | Alt | shift | Caps lock | Caps lock |
| Ctrl | Alt | shift | A |  |
| Ctrl | Alt | shift | S | unknown |
| Ctrl | Alt | shift | D | Unknown |
| Ctrl | Alt | shift | F | Superscript |
| Ctrl | Alt | shift | G |  |
| Ctrl | Alt | shift | H |  |
| ctrl | alt | shift | J |  |
| Ctrl | Alt | shift | K |  |
| Ctrl | Alt | shift | L | Bullet |
| Ctrl | Alt | shift | ; |  |
| Ctrl | Alt | shift | ‘ |  |
| Ctrl | Alt | shift | Enter |  |
| Ctrl | Alt | shift | Num pad 4 |  |
| Ctrl | Alt | shift | Num pad 5 |  |
| Ctrl | Alt | shift | Num pad 6 |  |
| Ctrl | Alt | shift | Shift |  |
| Ctrl | Alt | shift | Z | Unknown |
| Ctrl | Alt | shift | X |  |
| Ctrl | Alt | shift | C | © |
| Ctrl | Alt | shift | V | Paste special |
| ctrl | alt | shift | B |  |
| Ctrl | Alt | shift | N | Draft pane |
| Ctrl | Alt | shift | M | Comment |
| Ctrl | Alt | shift | , |  |
| Ctrl | Alt | shift | . | … |
| Ctrl | Alt | shift | / |  |
| Ctrl | Alt | shift | Shift |  |
| Ctrl | Alt | shift | Num pad 1 |  |
| Ctrl | Alt | shift | Num pad 2 |  |
| Ctrl | Alt | shift | Num pad 3 |  |
| Ctrl | Alt | shift | Num pad enter |  |
| Ctrl | Alt | shift | Ctrl |  |
| Ctrl | Alt | shift | Fn |  |
| Ctrl | Alt | shift | Command |  |
| ctrl | alt | shift | Space bar |  |
| Ctrl | Alt | shift | Left arrow |  |
| Ctrl | Alt | shift | Up arrow |  |
| Ctrl | Alt | shift | Down arrow |  |
| Ctrl | Alt | shift | Right arrow |  |
| Ctrl | Alt | shift | Num pad 0 | System hotkey |
| Ctrl | Alt | shift | Num pad . | Push to background |
| Alt | shift | Esc |  | Push app to background |
| Alt | shift | F1 |  |  |
| Alt | shift | F2 |  |  |
| Alt | shift | F3 |  |  |
| Alt | shift | F4 |  | Close |
| Alt | shift | F5 |  |  |
| Alt | shift | F6 |  |  |
| alt | shift | F7 |  | left click |
| Alt | shift | F8 |  | Macros menu |
| Alt | shift | F9 |  | Unknown |
| Alt | shift | F10 |  | Selection pane |
| Alt | shift | F11 |  | VBA pane |
| Alt | shift | F12 |  |  |
| Alt | shift | Ins |  |  |
| Alt | shift | Del |  |  |
| Alt | shift | Home |  | Return to left |
| Alt | shift | End |  | Return to right |
| Alt | shift | Pg up |  | Return to top |
| Alt | shift | Pg dn |  | Return to bottom |
| Alt | shift | ` |  |  |
| Alt | shift | 1 |  | Save as |
| alt | shift | 2 |  | Re-do menu |
| Alt | shift | 3 |  | Re-do |
| Alt | shift | 4 |  | Mouse/touch screen toggle |
| Alt | shift | 5 |  |  |
| Alt | shift | 6 |  |  |
| Alt | shift | 7 |  |  |
| Alt | shift | 8 |  |  |
| Alt | shift | 9 |  |  |
| Alt | shift | 0 |  |  |
| Alt | shift | - |  |  |
| Alt | shift | = |  | Equation editor |
| Alt | shift | Backspace |  | Erase last word |
| Alt | shift | Num lock |  |  |
| Alt | shift | Num pad / |  |  |
| alt | shift | Num pad \* |  |  |
| Alt | shift | Num pad - |  |  |
| Alt | shift | Tab |  | Other apps |
| Alt | shift | Q |  | Tell me field |
| Alt | shift | W |  | View tab |
| Alt | shift | E |  |  |
| Alt | shift | R |  | Review tab |
| Alt | shift | T |  |  |
| Alt | shift | Y |  | Help tab |
| Alt | shift | U |  |  |
| Alt | shift | I |  |  |
| Alt | shift | O |  |  |
| Alt | shift | P |  | Layout tab |
| Alt | shift | [ |  |  |
| alt | shift | ] |  |  |
| Alt | shift | \ |  |  |
| Alt | shift | Num pad 7 |  | Return left |
| Alt | shift | Num pad 8 |  | One cell left |
| Alt | shift | Num pad 9 |  | Return top |
| Alt | shift | Num pad + |  | Equation editor |
| Alt | shift | Caps lock |  | Caps lock |
| Alt | shift | A |  |  |
| Alt | shift | S |  | References tab |
| Alt | shift | D |  |  |
| Alt | shift | F |  | Info page |
| Alt | shift | G |  | Design tab |
| Alt | shift | H |  | Home tab |
| Alt | shift | J |  | Table tabs |
| alt | shift | K |  |  |
| Alt | shift | L |  | Developer tab |
| Alt | shift | ; |  |  |
| Alt | shift | ‘ |  |  |
| Alt | shift | Enter |  | Redo |
| Alt | shift | Num pad 4 |  |  |
| Alt | shift | Num pad 5 |  | Select all |
| Alt | shift | Num pad 6 |  |  |
| Alt | shift | Shift |  |  |
| Alt | shift | Z |  | Share pane |
| Alt | shift | X |  |  |
| Alt | shift | C |  |  |
| Alt | shift | V |  |  |
| Alt | shift | B |  |  |
| alt | shift | N |  | Insert tab |
| Alt | shift | M |  | Mailings tab |
| Alt | shift | , |  |  |
| Alt | shift | . |  |  |
| Alt | shift | / |  |  |
| Alt | shift | Shift |  |  |
| Alt | shift | Num pad 1 |  |  |
| Alt | shift | Num pad 2 |  | Return right |
| Alt | shift | Num pad 3 |  |  |
| Alt | shift | Num pad enter |  | Return bottom |
| Alt | shift | Ctrl |  |  |
| Alt | shift | Fn |  |  |
| Alt | shift | Command |  |  |
| Alt | shift | Space bar |  | Save menu |
| alt | shift | Left arrow |  |  |
| Alt | shift | Up arrow |  | Return right |
| Alt | shift | Down arrow |  | Return left |
| Alt | shift | Right arrow |  |  |
| Alt | shift | Num pad 0 |  |  |
| Alt | shift | Num pad . |  |  |
| Ctrl | shift | Esc |  | Start menu |
| Ctrl | shift | F1 |  | Unknown |
| Ctrl | shift | F2 |  | Print page |
| Ctrl | shift | F3 |  |  |
| Ctrl | shift | F4 |  | Close now |
| Ctrl | shift | F5 |  |  |
| Ctrl | shift | F6 |  |  |
| Ctrl | shift | F7 |  |  |
| Ctrl | shift | F8 |  |  |
| Ctrl | shift | F9 |  |  |
| Ctrl | shift | F10 |  | Full screen toggle |
| Ctrl | shift | F11 |  |  |
| Ctrl | shift | F12 |  | Save as |
| Ctrl | shift | Ins |  |  |
| Ctrl | shift | Del |  |  |
| Ctrl | shift | Home |  | Home |
| Ctrl | shift | End |  | End |
| Ctrl | shift | Pg up |  | Pg up |
| Ctrl | shift | Pg dn |  | Pg dn |
| Ctrl | shift | ` |  |  |
| Ctrl | shift | 1 |  |  |
| Ctrl | shift | 2 |  | Font change |
| Ctrl | shift | 3 |  |  |
| Ctrl | shift | 4 |  |  |
| Ctrl | shift | 5 |  | Font change |
| Ctrl | shift | 6 |  |  |
| Ctrl | shift | 7 |  |  |
| Ctrl | shift | 8 |  |  |
| Ctrl | shift | 9 |  |  |
| Ctrl | shift | 0 |  | Font change |
| Ctrl | shift | - |  | ­ |
| Ctrl | shift | = |  | font change |
| Ctrl | shift | Backspace |  |  |
| Ctrl | shift | Num lock |  |  |
| Ctrl | shift | Num pad / |  |  |
| Ctrl | shift | Num pad \* |  |  |
| Ctrl | shift | Num pad - |  | – |
| Ctrl | shift | Tab |  |  |
| Ctrl | shift | Q |  | Zoom |
| Ctrl | shift | W |  | Save as |
| Ctrl | shift | E |  | Center text |
| Ctrl | shift | R |  | Right justify |
| Ctrl | shift | T |  |  |
| Ctrl | shift | Y |  | Redo |
| Ctrl | shift | U |  | Underline |
| Ctrl | shift | I |  | Italic |
| Ctrl | shift | O |  | Open |
| Ctrl | shift | P |  | Print |
| Ctrl | shift | [ |  | Decrease font size |
| Ctrl | shift | ] |  | Increase font size |
| Ctrl | shift | \ |  |  |
| Ctrl | shift | Num pad 7 |  |  |
| Ctrl | shift | Num pad 8 |  |  |
| Ctrl | shift | Num pad 9 |  |  |
| Ctrl | shift | Num pad + |  |  |
| Ctrl | shift | Caps lock |  | Caps lock |
| Ctrl | shift | A |  | Selct all |
| Ctrl | shift | S |  | Save |
| Ctrl | shift | D |  | Font menu |
| Ctrl | shift | F |  | Navigation pane |
| Ctrl | shift | G |  | Go to |
| Ctrl | shift | H |  | Find and replace |
| Ctrl | shift | J |  |  |
| Ctrl | shift | K |  | Insert hyperlink |
| Ctrl | shift | L |  |  |
| Ctrl | shift | ; |  |  |
| Ctrl | shift | ‘ |  |  |
| Ctrl | shift | Enter |  | Unknown |
| Ctrl | shift | Num pad 4 |  |  |
| Ctrl | shift | Num pad 5 |  | Select all |
| Ctrl | shift | Num pad 6 |  |  |
| Ctrl | shift | Shift |  |  |
| Ctrl | shift | Z |  | Undo |
| Ctrl | shift | X |  | Cut |
| Ctrl | shift | C |  | Copy |
| Ctrl | shift | V |  | Paste |
| Ctrl | shift | B |  | Bold font |
| Ctrl | shift | N |  | New document |
| Ctrl | shift | M |  | Center test |
| Ctrl | shift | , |  |  |
| Ctrl | shift | . |  |  |
| Ctrl | shift | / |  |  |
| Ctrl | shift | Shift |  |  |
| Ctrl | shift | Num pad 1 |  |  |
| Ctrl | shift | Num pad 2 |  |  |
| Ctrl | shift | Num pad 3 |  |  |
| Ctrl | shift | Num pad enter |  | Unknown |
| Ctrl | shift | Ctrl |  | X |
| Ctrl | shift | Fn |  | X |
| Ctrl | shift | Command |  | X |
| Ctrl | shift | Space bar |  | X |
| Ctrl | shift | Left arrow |  | Move left |
| Ctrl | shift | Up arrow |  | Move right |
| Ctrl | shift | Down arrow |  | Move down |
| Ctrl | shift | Right arrow |  | Move up |
| Ctrl | shift | Num pad 0 |  |  |
| Ctrl | shift | Num pad . |  |  |
| Ctrl | Esc |  |  | Start menu |
| Ctrl | F1 |  |  | Unknown |
| Ctrl | F2 |  |  | Print page |
| Ctrl | F3 |  |  |  |
| Ctrl | F4 |  |  | Close now |
| Ctrl | F5 |  |  |  |
| Ctrl | F6 |  |  |  |
| Ctrl | F7 |  |  |  |
| Ctrl | F8 |  |  |  |
| Ctrl | F9 |  |  |  |
| Ctrl | F10 |  |  | Full screen toggle |
| Ctrl | F11 |  |  |  |
| Ctrl | F12 |  |  | Save as |
| Ctrl | Ins |  |  |  |
| Ctrl | Del |  |  |  |
| Ctrl | Home |  |  | Home |
| Ctrl | End |  |  | End |
| Ctrl | Pg up |  |  | Pg up |
| Ctrl | Pg dn |  |  | Pg dn |
| Ctrl | ` |  |  |  |
| Ctrl | 1 |  |  |  |
| Ctrl | 2 |  |  | Font change |
| Ctrl | 3 |  |  |  |
| Ctrl | 4 |  |  |  |
| Ctrl | 5 |  |  | Font change |
| Ctrl | 6 |  |  |  |
| Ctrl | 7 |  |  |  |
| Ctrl | 8 |  |  |  |
| Ctrl | 9 |  |  |  |
| Ctrl | 0 |  |  | Font change |
| Ctrl | - |  |  | ­ |
| Ctrl | = |  |  | font change |
| Ctrl | Backspace |  |  |  |
| Ctrl | Num lock |  |  |  |
| Ctrl | Num pad / |  |  |  |
| Ctrl | Num pad \* |  |  |  |
| Ctrl | Num pad - |  |  | – |
| Ctrl | Tab |  |  |  |
| Ctrl | Q |  |  | Zoom |
| Ctrl | W |  |  | Save as |
| Ctrl | E |  |  | Center text |
| Ctrl | R |  |  | Right justify |
| Ctrl | T |  |  |  |
| Ctrl | Y |  |  | Redo |
| Ctrl | U |  |  | Underline |
| Ctrl | I |  |  | Italic |
| Ctrl | O |  |  | Open |
| Ctrl | P |  |  | Print |
| Ctrl | [ |  |  | Decrease font size |
| Ctrl | ] |  |  | Increase font size |
| Ctrl | \ |  |  |  |
| Ctrl | Num pad 7 |  |  |  |
| Ctrl | Num pad 8 |  |  |  |
| Ctrl | Num pad 9 |  |  |  |
| Ctrl | Num pad + |  |  |  |
| Ctrl | Caps lock |  |  | Caps lock |
| Ctrl | A |  |  | Selct all |
| Ctrl | S |  |  | Save |
| Ctrl | D |  |  | Font menu |
| Ctrl | F |  |  | Navigation pane |
| Ctrl | G |  |  | Go to |
| Ctrl | H |  |  | Find and replace |
| Ctrl | J |  |  |  |
| Ctrl | K |  |  | Insert hyperlink |
| Ctrl | L |  |  |  |
| Ctrl | ; |  |  |  |
| Ctrl | ‘ |  |  |  |
| Ctrl | Enter |  |  | Unknown |
| Ctrl | Num pad 4 |  |  |  |
| Ctrl | Num pad 5 |  |  | Select all |
| Ctrl | Num pad 6 |  |  |  |
| Ctrl | Shift |  |  |  |
| Ctrl | Z |  |  | Undo |
| Ctrl | X |  |  | Cut |
| Ctrl | C |  |  | Copy |
| Ctrl | V |  |  | Paste |
| Ctrl | B |  |  | Bold font |
| Ctrl | N |  |  | New document |
| Ctrl | M |  |  | Center test |
| Ctrl | , |  |  |  |
| Ctrl | . |  |  |  |
| Ctrl | / |  |  |  |
| Ctrl | Shift |  |  |  |
| Ctrl | Num pad 1 |  |  |  |
| Ctrl | Num pad 2 |  |  |  |
| Ctrl | Num pad 3 |  |  |  |
| Ctrl | Num pad enter |  |  | Unknown |
| Ctrl | Ctrl |  |  | X |
| Ctrl | Fn |  |  | X |
| Ctrl | Command |  |  | X |
| Ctrl | Space bar |  |  | X |
| Ctrl | Left arrow |  |  | Move left |
| Ctrl | Up arrow |  |  | Move right |
| Ctrl | Down arrow |  |  | Move down |
| Ctrl | Right arrow |  |  | Move up |
| Ctrl | Num pad 0 |  |  |  |
| Ctrl | Num pad . |  |  |  |
| shift | Esc |  |  |  |
| shift | F1 |  |  |  |
| shift | F2 |  |  |  |
| shift | F3 |  |  |  |
| shift | F4 |  |  |  |
| shift | F5 |  |  |  |
| shift | F6 |  |  |  |
| shift | F7 |  |  |  |
| shift | F8 |  |  |  |
| shift | F9 |  |  |  |
| shift | F10 |  |  |  |
| shift | F11 |  |  |  |
| shift | F12 |  |  |  |
| shift | Ins |  |  |  |
| shift | Del |  |  |  |
| shift | Home |  |  |  |
| shift | End |  |  |  |
| shift | Pg up |  |  |  |
| shift | Pg dn |  |  |  |
| shift | ` |  |  |  |
| shift | 1 |  |  |  |
| shift | 2 |  |  |  |
| shift | 3 |  |  |  |
| shift | 4 |  |  |  |
| shift | 5 |  |  |  |
| shift | 6 |  |  |  |
| shift | 7 |  |  |  |
| shift | 8 |  |  |  |
| shift | 9 |  |  |  |
| shift | 0 |  |  |  |
| shift | - |  |  |  |
| shift | = |  |  |  |
| shift | Backspace |  |  |  |
| shift | Num lock |  |  |  |
| shift | Num pad / |  |  |  |
| shift | Num pad \* |  |  |  |
| shift | Num pad - |  |  |  |
| shift | Tab |  |  |  |
| shift | Q |  |  |  |
| shift | W |  |  |  |
| shift | E |  |  |  |
| shift | R |  |  |  |
| shift | T |  |  |  |
| shift | Y |  |  |  |
| shift | U |  |  |  |
| shift | I |  |  |  |
| shift | O |  |  |  |
| shift | P |  |  |  |
| shift | [ |  |  |  |
| shift | ] |  |  |  |
| shift | \ |  |  |  |
| shift | Num pad 7 |  |  |  |
| shift | Num pad 8 |  |  |  |
| shift | Num pad 9 |  |  |  |
| shift | Num pad + |  |  |  |
| shift | Caps lock |  |  |  |
| shift | A |  |  |  |
| shift | S |  |  |  |
| shift | D |  |  |  |
| shift | F |  |  |  |
| shift | G |  |  |  |
| shift | H |  |  |  |
| shift | J |  |  |  |
| shift | K |  |  |  |
| shift | L |  |  |  |
| shift | ; |  |  |  |
| shift | ‘ |  |  |  |
| shift | Enter |  |  |  |
| shift | Num pad 4 |  |  |  |
| shift | Num pad 5 |  |  |  |
| shift | Num pad 6 |  |  |  |
| shift | Shift |  |  |  |
| shift | Z |  |  |  |
| shift | X |  |  |  |
| shift | C |  |  |  |
| shift | V |  |  |  |
| shift | B |  |  |  |
| shift | N |  |  |  |
| shift | M |  |  |  |
| shift | , |  |  |  |
| shift | . |  |  |  |
| shift | / |  |  |  |
| shift | Shift |  |  |  |
| shift | Num pad 1 |  |  |  |
| shift | Num pad 2 |  |  |  |
| shift | Num pad 3 |  |  |  |
| shift | Num pad enter |  |  |  |
| shift | Ctrl |  |  |  |
| shift | Fn |  |  |  |
| shift | Command |  |  |  |
| shift | Space bar |  |  |  |
| shift | Left arrow |  |  |  |
| shift | Up arrow |  |  |  |
| shift | Down arrow |  |  |  |
| shift | Right arrow |  |  |  |
| shift | Num pad 0 |  |  |  |
| shift | Num pad . |  |  |  |
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