

Homework

	Short cut	Use for
1	Ctrl + w	Close window
2	Ctrl + X	cut
3	Ctrl + C	Copy
4	Ctrl + V	Paste
5	Ctrl + N	Open new window (word)
6	Ctrl + A	Select all content
7	Ctrl + B	Bold
8	Ctrl + I	Italic
9	Ctrl + U	Underline
10	Ctrl + E	Align center
11	Ctrl + L	Align left
12	Ctrl + R	Align right
13	Ctrl + Z	Undo
14	Ctrl + Y	Redo
15	Ctrl + O	Open a document
16	Ctrl + W	Close a document
17	Ctrl + S	Save current document
18	Ctrl + End	Move cursor to end of document
19	Ctrl + Home	Move cursor to beginning of document
20	Ctrl + Page down	Move cursor to top of next page