Keyboard Shortcuts

* Ctrl + F1 = Pin/unpin ribbon
* Alt + F4 = Close program/application
* Winkey + v = Paste from Clipboard
* Ctrl + c = Copy to Clipboard
* Ctrl + x = Move to clipboard
* F2 = Rename
* Winkey = Start Manu
* Ctrl + Esc = Start Manu
* Ctrl + z = Undo
* Ctrl + y = Redo

Word Shortcuts

* Ctrl + ] = Increase font size
* Ctrl + [ = Decrease font size
* Ctrl + b = Bold
* Ctrl + i = Italic
* Ctrl + u = Underline
* Ctrl + l = Left Align
* Ctrl + e = Center Align
* Ctrl + r = Right Align
* **Ctrl** + j = Justify Align
* **=lorem(5,7)** = For example, =lorem(3,5) will generate 3 paragraphs with 5 lines each of Lorem Ipsum text.
* **Ctrl+N** = Create new blank document
* **Ctrl+O**  = Open saved document
* **Ctrl+S** = Save Document
* **Ctrl+P** = Print document
* **Shift + F3** = Change case
* **Ctrl + Spacebar** = Clear All Formatting
* **Shift + Enter** = Line Break
* **Enter** = New paragraph
* **Ctrl + M = Increase Indent**
* **Ctrl + Shift + M = Decrease Indent**
* Ctrl + T = Hanging Indent
* Ctrl + f = find/search
* Ctrl + h =search and replace

Lorem ipsum dolor sit amet, consectetuer adipiscing elit. Maecenas porttitor congue massa. Fusce posuere, magna sed pulvinar ultricies, purus lectus malesuada libero, sit amet commodo magna eros quis urna. Nunc viverra imperdiet enim. Fusce est. Vivamus a tellus. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas.

Proin pharetra nonummy pede. Mauris et orci. Aenean nec lorem. In porttitor. Donec laoreet nonummy augue. Suspendisse dui purus, scelerisque at, vulputate vitae, pretium mattis, nunc. Mauris eget neque at sem venenatis eleifend.

Ut nonummy. Fusce aliquet pede non pede. Suspendisse dapibus lorem pellentesque magna. Integer nulla. Donec blandit feugiat ligula. Donec hendrerit, felis et imperdiet euismod, purus ipsum pretium metus, in lacinia nulla nisl eget sapien. Donec ut est in lectus consequat consequat.

Superscript: (a + b) 2 = a2 + 2ab+b2

Subscript: H2O

Idb Bisew

This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence This Is A Sentence.

Word Shortcuts