3.4 I can test solutions to check that they work as intended

I have implemented the shortcuts and now I will show, in a table, if they work and what methods I followed to make the shortcuts work.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Number | Description | Expected Outcome | Actual Outcome | Action to Take |
| 1 | Shortcut key to paste highlighted words | Pastes the words with shortcut keys | Same as expected | N/a |
| 2 | Short-cut to reformats a section | Reformat a selected section | Reformatted other parts | Need more precision in selecting what needs to be formatted |
| 3 | Create a shortcut for a Macro for ease of creating work | The work to be filled out with the shortcut | The shortcut gets filled out | N/a |
| 4 | Editing a macro shortcut | The shortcut to be different but the macro to work | The macro shortcut still works | N/a |
| 5 | Shortcut for centring a highlighted text | For the text to be centred | The text centres | N/a |
| 6 | Shortcut for the snipping tool | For the snipping tool to open | The snipping tool opens | N/a |
| 7 | Pressing a letter to find a file | For the letter to take me to a file starting with that letter | Sometimes takes me to a folder not file | Press the letter several times for better results |
| 8 | Bookmarking a website on a browser | For the website to be bookmarked | The website is bookmarked | The website might be bookmarked in the wrong place so I need to move it or make a new folder |
| 9 | Making a new entry on the Pocket website | The website to be entered | The site is accessible on all devices where I am signed in | Put tags on websites to narrow down search for future use |

Fig 1

Key: CTRL + P for pasting highlighted text - CTRL + A for reformatting - CTRL + E for centring a text - Print Screen button for opening the Snipping Tool