

Keyboard Shortcuts for Microsoft Office Products



Office

General Office Shortcuts

Ctrl + B: Bold

Ctrl + I: Italicize

Ctrl + U: Underline

Ctrl + K: Insert hyperlink

Ctrl + F: Find

Ctrl + H: Replace

Ctrl + Home: Go to beginning of document

Ctrl + End: Go to end of document

F7: Spellcheck

F12: Save As

Non-Excel Shortcuts

Ctrl + E: Align Center

Ctrl + R: Align right

Ctrl + L: Align left

Ctrl + J: Align justified

Ctrl + ^: ^: Superscript

Ctrl + Shift + ^: ^: Subscript

Ctrl + Shift + ^: ^: Decrease font size

Ctrl + Shift + ^: ^: Increase font size

Shift + Right arrow: Select letter to the right

Shift + Left arrow: Select letter to left

Ctrl + Delete: Delete word to right of cursor

Ctrl + Backspace: Delete word to left of cursor

Ctrl + Spacebar: Remove formatting

Shift + F3: Change text case



Word

Ctrl + T: Indent paragraph

Ctrl + M: Remove hanging indent

Ctrl + G: Go to

Ctrl + 0: Add or remove a space above paragraphs

Ctrl + 1: Single space

Ctrl + 2: Double space

Ctrl + S: 1.5 space

Ctrl + Enter: Insert page break

Ctrl + ^: ^: Decrease font size

Ctrl + ^: ^: Increase font size

Alt + Ctrl + F: Insert footnote

Alt + Ctrl + D: Insert endnote

Alt + Ctrl + S: Split document window

Alt + Shift + D: Insert date

Alt + Shift + O: Mark Table of Contents entry

Alt + Shift + I: Mark citation entry

Alt + Shift + X: Mark index entry

Ctrl + Alt + 1: Change paragraph to Heading 1

Ctrl + Alt + 2: Change paragraph to Heading 2

Ctrl + Alt + 3: Change paragraph to Heading 3

Ctrl + Shift + E: Turn tracking on and off

Ctrl + Shift + W: Underline words without underlining spaces

Ctrl + Shift + D: Double underline (includes spaces)

Ctrl + Shift + A: Format text in all capital letters

Ctrl + Shift + R: View or hide nonprinting characters

Shift + F7: Thesaurus

Alt + F7: Find next spelling or grammar error

PowerPoint



Create/Edit Shortcuts

Ctrl + M: Insert new slide

Ctrl + Shift + D: Duplicate current slide

Ctrl + Up arrow: Move slide up

Ctrl + Down arrow: Move slide down

Ctrl + Shift + Up arrow: Move slide to beginning

Ctrl + Shift + Down arrow: Move slide to end

Alt + N + P: Add picture

Alt + N + X: Add text box

Ctrl + D: Duplicate object

Ctrl + Shift + C: Copy object formatting

Ctrl + Shift + V: Paste object formatting

Ctrl + Shift + ^: ^: Send object to back

Ctrl + Shift + ^: ^: Send object to front

Ctrl + G: Group

Ctrl + Shift + G: Ungroup

Ctrl + Spacebar: Play or pause media

Ctrl + N: Insert comment

F5: Run presentation

Shift + F5: View presentation from current slide forward

Presentation Shortcuts

S: Stop or restart an automatic show

B: Make screen go black

W: Make screen go white

Ctrl + P: Activate pen tool

E: Erase pen marks

Ctrl + A: Change pen to pointer

Ctrl + H: Hide pen or pointer

Tab: Go to next hyperlink (Slide no.) + Enter: Go to slide no.

Microsoft Office Keyboard Shortcuts Cheat Sheet

RC Schank



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yi jarak antara titik berat segmen terhadap titik 0 garis datum dari sumbu y catatan miringkan layar hp bagi pengguna seluler jika persamaan tidak cukup atau tidak nampak titik 0 garis datum saya ambil dari bawah penampang balok

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titik berat dan momen inersia iv titik berat dan momen inersia 4 1 titik berat penampang momen pertama suatu luasan elemen terhadap suatu sumbu di dalam bidang luasan diberikan dengan produk luasan elemen dan jarak tegak lurus antara elemen dengan sumbu

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rumus momen inersia diatas dapat digunakan jika besarnya momen inersia i didalam suatu benda bermassa yg mempunyai titik putar didalam sumbunya $i = m r^2$ $i = m_1 r_1^2$ $m_2 r_2^2$ $m_3 r_3^2$ $m_n r_n^2$ diketahui i adalah momen inersia $kg m^2$ m adalah massa kg r adalah jarak kr dari titik poros atau jari jari m

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membuat titik berat pita menentukan momen terhadap sumbu x m_x dan sumbu y m_y selanjutnya menghitung titik berat tersebut dengan integral 4 untuk menghitung momen inersia langkahnya dimulai dengan membuat pita sejajar dengan garis x dan titik berat pita kemudian dibentuk hasil kali luas

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sep 7 2023 $x = 100$ 82104 mm 104 cm sementara untuk sumbu y karena masing-masing elemen siku $1100 \times 100 \times 10$ posisi titik berat c_y nya berjarak sama dari sumbu dasar maka titik berat gabungannya juga akan sama $y_{cy} = 271$ cm ada rumus umum mencari titik berat gabungan penampang berlaku juga untuk sumbu y

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145 contoh soal dan pembahasan 1 sebuah partikel bermassa 0.5 gram melakukan gerak melingkar dengan kecepatan sudut tetap 2 rad/s jika jari-jari lintasan partikel 10 cm maka momentum sudut partikel itu adalah pembahasan momentum sudut partikel $10.5 \times 10^{-5} \text{ kg m}^2 \text{ rad/s}$ $1 \times 10^{-5} \text{ kg m}^2 \text{ s}^2$

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aug 26 2017 sedangkan bola pejal berjari-jari 5 cm dan massa 4 kg jika kedua benda tadi berotasi dengan poros melalui pusatnya maka tentukan perbandingan momen inersia silinder dan bola jawab $m = 2 \text{ kg}$ $r = 8 \text{ cm}$ 102 m $b = 4 \text{ kg}$ $r = 5 \text{ cm}$ 102 m momen inersia silinder pejal adalah $I = \frac{1}{2} m r^2 = \frac{1}{2} \times 2 \times 8^2 = 64$ 104 kg m^2

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besarnya momen inersia suatu benda bergantung terhadap beberapa faktor yaitu massa benda atau partikel geometri benda bentuk letak sumbu putar benda jarak ke sumbu putar benda lengan momen rumus momen inersia besarnya momen inersia I suatu benda bermassa yang memiliki titik putar pada sumbu yang diketahui dirumuskan sebagai berikut

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menentukan titik berat penampang berhubung momen inersia yang diinginkan akan dipergunakan dalam perhitungan lenturan maka momen inersia ini haruslah diperhitungkan terhadap sumbu yang melalui titik berat penampang keterangan luas $a = 40 \times 60 = 2400$ $30 \times 2400 = 72000$

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