

Microsoft Word 2007 Keyboard Shortcuts

ALT+F8	Run a macro.
ALT+F9	Switch between all field codes and their results.
ALT+F10	Maximize the program window.
ALT+F11	Display Microsoft Visual Basic code.
ALT+SHIFT+Function key	
ALT+Shift+F1	Go to the previous field.
ALT+Shift+F2	Choose the Save command (Microsoft Office Button).
ALT+Shift+F7	Display the Research task pane.
ALT+Shift+F9	Run GOTOBUTTON or MACROBUTTON from the field that displays the field results.
ALT+Shift+F10	Display a menu or message for a smart tag.
CTRL+ALT+Function key	
CTRL+ALT+F1	Display Microsoft System Information.
CTRL+ALT+F2	Choose the Open command (Microsoft Office Button).

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Microsoft Office 2007 Keyboard Shortcuts for Windows U C Books,2016-10-02 Become fast and productive at office management Without doubt your purpose for using a computer keyboard is to be very productive in the work you do and that is what brought this book to existence From this book you will learn to use shortcut keys to perform any task in Microsoft Office 2007 you will learn many keyboard shortcuts methods and applications that will help you in your work All programs of Microsoft Office 2007 are covered to give your computing style a positive touch You will find the following in this book Gathering the Basic Knowledge of Keyboard Shortcuts Basic Keyboard Shortcuts for Microsoft Office 2007 Keyboard Shortcuts for Microsoft OneNote 2007 Keyboard Shortcuts for Microsoft Access 2007 Keyboard Shortcuts for Microsoft Excel 2007 Keyboard Shortcuts for Microsoft Word 2007 Keyboard Shortcuts for Microsoft PowerPoint 2007 Keyboard Shortcuts for Microsoft Publisher 2007 Keyboard Shortcuts for Microsoft InfoPath 2007 Keyboard Shortcuts for Microsoft Groove 2007 Keyboard Shortcuts for Microsoft Outlook 2007 Office 2007 Keyboard Shortcuts your closest teacher at all times

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Strawbridge,2007-06 This extensive reference manual covers the whole of Microsoft Office Word 2007 in exquisite detail every dialog box is illustrated and every command whether or not it is available through the Ribbon is described and fully cross referenced This is not a how to guide but a serious reference for power users for whom the online help is not detailed enough Buy this book if you need quick answers to tricky questions about Word 2007 **COMPUTER KEYBOARD**

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