

<b>Microsoft</b>	<b>Design</b>	<b>CTRL Keys</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>I</b>	<b>J</b>	<b>L</b>	<b>Software Solutions</b> <b>cathi@xtra.co.nz</b> <b>027 285 2389</b>
<b>PowerPoint</b>		Select All	Bold	Copy	Duplicate	Centre	Find	Guide Lines	Italics	Justify	Left Align		
<b>Shortcut Keys</b>		<b>M</b>	<b>N</b>	<b>O</b>	<b>P</b>	<b>R</b>	<b>S</b>	<b>T</b>	<b>U</b>	<b>V</b>	<b>X</b>	<b>Z</b>	
<b>All Versions</b>	<b>show</b>	New Slide	New File	Open File	Print File	Right Align	Save	Font	Under Line	Paste	Cut	Undo	
		<b>A</b>	<b>B</b>	<b>E</b>	<b>N</b>	<b>P</b>	<b>S</b>	<b>W</b>	<b>ESC</b>	<b>CTRL Keys</b>	<b>A</b>	<b>P</b>	<b>F5</b>
		Show/hide pointer	Black Screen	Erase drawing	Next	Previous	Stop/restart (automatic show)	White Screen	End Show	Change Pen to Pointer	Change Pointer to Pen	<b>View Slide Show</b>	