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POWERPOINT SHORTCUTS

PPT KEYSTROKE	DESCRIPTION
SHIFT + F4	Repeats the last Find action
CTRL + SHIFT + F	Change the font
CTRL + SHIFT + P	Change the font size
CTRL + SHIFT + >	Increase the font size
CTRL + SHIFT + <	Decrease the font size
CTRL + Esc	Display the Windows Start menu
CTRL + W	Close the active presentation window
CTRL + F6	Switch to the next presentation window
CTRL + SHIFT + F6	Switch to the previous presentation window
F6	Switch to the next window pane (clockwise)
SHIFT + F6	Switch to the next window pane (counter-clockwise)
CTRL + F9	Minimize the presentation window
CTRL + F10	Maximize the presentation window
ALT + 0128 (<i>on keypad</i>)	Types the Euro currency symbol (€)
Slide Show Controls	
<number> + Enter	Go to slide <number>
B (<i>or period</i>)	Display a black screen, or return to the slide show from the black screen
W (<i>or comma</i>)	Display a white screen, or return to the slide show from the white screen
S (<i>or +</i>)	Stop or restart an automatic slide show
E	Erase on-screen annotations
H	Go to next hidden slide
T	Set new timings while rehearsing
O	Use original timings while rehearsing
M	Use mouse-click to advance while rehearsing
CTRL + P	Redisplay hidden pointer and/or change the pointer to a pen
CTRL + A	Redisplay hidden pointer and/or change the pointer to an arrow
CTRL + H	Hide the pointer and button immediately
CTRL + U	Hide the pointer and button in 15 seconds
Shift + F10	Display the shortcut menu
Tab	Go to the first or next hyperlink on a slide
Shift + Tab	Go to the last or previous hyperlink on a slide

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