

Powerpoint

Input

CTRL+Backspace	Deletes one word to the left of the cursor
CTRL+Delete	Deletes one word to the right of the cursor
CTRL+Enter	Next text box or new slide

Presentation

F5	Start presentation from slide 1
SHIFT + F5	Start presentation from the current slide
B/W	Blank the running presentation
Type Number, then Enter	Jump to the slide with that number
←, ↑, →, ↓	Next/Previous slide
Home	First slide
End	Last slide

Select

SHIFT ←, ↑, →, ↓	Selects by character or line
CTRL+SHIFT ←, ↑, →, ↓	Selects by word or paragraph
CTRL+A	Select all text

Adjust Objects (Mouse + Keyboard Actions)

Hold and drag with the mouse, then:	
CTRL	Copy object
SHIFT	Move object vertically/horizontally
CTRL+SHIFT	Copy object vertically/horizontally
Rotate object + SHIFT	Rotate in 15° increments
Alt+← →	Selected object: rotate in 15° increments
←, ↑, →, ↓	Move selected object

Formatting

Font attributes	CTRL+B	Bold
	CTRL+I	<i>Italic</i>
	CTRL+U	<u>Underlined</u>

Program

CTRL+	N	New document
	S	Save
	W	Close document
	P	Print and Print Preview
	O	Open
	M	New slide
Alt		Show Office KeyTips
F12		Save As

General

 +V	💡 Paste from clipboard history 💡
Paste Special	CTRL+Alt+V
Undo	CTRL+Z
Repeat last command	CTRL+Y