

## SHORT CUT KEYS FOR INTERNET EXPLORER

Ctrl + N	To Open a New Internet Explorer Window
Ctrl + A	To Select All contents of a Web Page
Ctrl + F	To Find a word (on current page)
Ctrl + D	To Bookmark a website (Add to Favourites)
Ctrl + W	To Close the current window
F4	Display a list of URLs you have typed in Address bar
F5	To Refresh the Window
F11	To View the window in Full Screen
Escape	To Stop downloading a Web Page
Alt + Home	Back to Home Page
Alt + D	To move your cursor into the Address Bar
Shift + Click	Open a Link in New Window
Ctrl + Enter	Program automatically add http://www.com
To search a website	Type a word in Address Bar and Press Ctrl + Enter
To search a word	Type a word in Address Bar and Press Enter
To search more than one word	Type words in Address Bar with "" and Press Enter
Add to Favourites	Drag website link to Favourites icon from History
Add to Links Bar	Drag the website link to Links Bar from History Menu
To Copy Text	Select the text, then right-click and select Copy
To Copy a picture	Right-click on the picture and select Copy
To Save a picture	Right-click and select "Save Picture As"
To Apply a background	Right-click and select "Set as Background"

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To Save a background	Right-click and select “Save Background As”
To Copy a background	Right-click and select “Copy Background”
To Rename an Item	Right-click and select “Rename”
To Delete an Item	Right-click and select “Delete”
Down Arrow	To scroll toward the End of a Web Page
Up Arrow	To scroll toward the Top of a Web Page
Page Down	To scroll toward the End of a Web Page quickly
Page Up	To scroll toward the Top of a Web Page quickly
Home Key	To Move to the Top of a Web Page
End Key	To Move to the End of a Web Page
Alt + Right Arrow	To go to the Next Page
Alt + Left Arrow or Backspace	To go to the Previous Page
To Save a Complete Web Page	Go to File menu and select Save As
Save a Web Page as Single File	Select Save As, in Save As type: box choose Single File
Save a Web Page as Text File	Select Save As, in Save As type: box choose Text File

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