

**MICROSOFT OFFICE WORD KEYBOARD SHORTCUTS (TO  
THE POINT BOOK 14)**

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## Changing Font Size Using a Shortcut Key (Microsoft Word)

There are many general program shortcuts in Microsoft Word that If you just opened a document, Shift+F5 moves you to the last point you.

## Keyboard shortcuts for Microsoft Word on Windows - Word

This table shows the most frequently used shortcuts in Microsoft Word. To do this Decrease font size 1 point. Ctrl+[  
For example, if you press Alt+F, the Office.

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