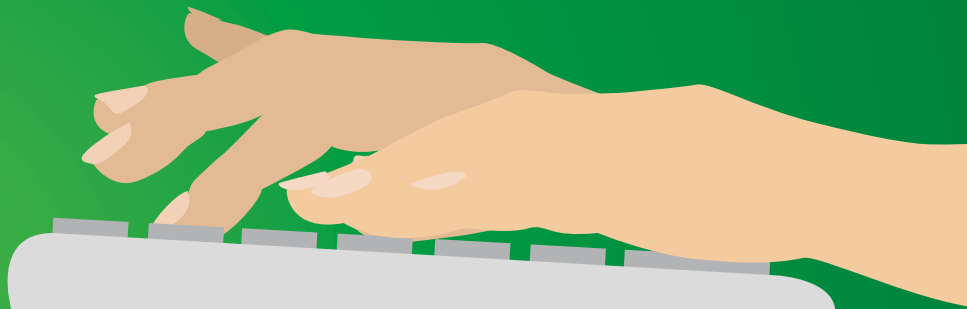



Keyboard shortcuts




In Outlook

 Open email

 Close opened email

 Go to previous email


 Go to next email

 Reply to sender

 Reply to all

 New email

 Send email

 Go to the start/end of the email

 Print email

 Forward email

 Delete email

In other programs


 Copy

 Cut

 Paste

 Undo

 Repeat

 Select all

 Save

 Close file

 Delete


 Close program

 Underline

 Bold

 Italics

 Search

 Replace

 Preview

 Print

 Adjust image (zoom)

 ...the underlined letter in the menu at the top of the screen