

Word Shortcuts — OfficeHelper

Quick reference • OfficeHelper • Independent reference site

- Ctrl+B Bold
- Ctrl+I Italic
- Ctrl+U Underline
- Ctrl+F Find
- Ctrl+H Replace
- Ctrl+Enter Page Break
- Ctrl+K Hyperlink
- Ctrl+S Save
- Ctrl+Z Undo
- Ctrl+Shift+8 Show formatting marks

Note: shortcuts and features can vary by Office edition, operating system, keyboard layout and Microsoft 365 version.