


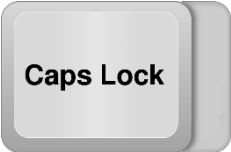
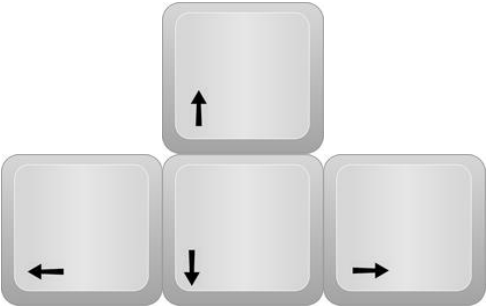



Keyboard Cheat Sheet

	<p><u>Enter:</u></p> <ul style="list-style-type: none"> • Use this to move to the next line when typing a letter or document • Use this to go to a website when you've typed the address into your web browser
	<p><u>Backspace Key:</u></p> <ul style="list-style-type: none"> • Use this to delete an error in typing • Use this if you've accidentally hit Enter to move back up one line
	<p><u>Shift Key:</u></p> <ul style="list-style-type: none"> • Hold this when typing to either make a capital letter or the upper symbol on a key
	<p><u>Caps Lock:</u></p> <ul style="list-style-type: none"> • Use this if you want to type capital letters continually (instead of holding down Shift)
	<p><u>Cursor Keys:</u></p> <ul style="list-style-type: none"> • Use these to move your cursor (or insertion point) around text when you're typing • Use these to scroll around the page when on a website
	<p><u>Tab:</u></p> <ul style="list-style-type: none"> • Use this to move your cursor a specific distance on the ruler when typing • Use this to move to the next box when filling in a form online