The Uses Of Function Keys



- [ ] F1: Opens Me Help screen for almost every program.
- [ ] F2: Allows you to rename a selected file or folder.
- [ ] F3: Opens a search feature for an application that is active at the moment.
- [ ] Alt+F4 closes the active window.
- [ ] F5: Allows you to refresh or reload the page or document window.
- [ ] F6: Moves the cursor to the address bar In most Internet browsers.
- [ ] F7: Used to spell check and grammar check a document In Microsoft applications such as Microsoft Word.
- [ ] F8: Used to access the boot menu In Windows when turning on the computer.
- [ ] F9: Refreshes a document In Microsoft Word and sends and receives e-malts In Microsoft Outlook.
- [ ] F10: Activates the menu bar of an open application. shift+F10 is the same as right clicking.
- [ ] F11: Enters and exits fullscreen mode In Internet browsers.
- [ ] F12: Opens the Save as dialog box In Microsoft Word.

Make and Share Free Checklists
checkli.com