

Keyboard Shortcuts to Jump Through a Document

You can use the vertical scrollbar to move through a document. There are also these **shortcuts**...

Press This... ↓	...To Do This ↓
Home key	Move to the beginning
End key	Move to the end
Ctrl+Right arrow	Move one word to the right
Ctrl+Left arrow	Move one word to the left
Ctrl+Up arrow	Move to the previous paragraph
Ctrl+Down arrow	Move to the next paragraph
PgUp	Move up one window
PgDn	Move down one window
Ctrl+Home	Jump to the top of the document
Ctrl+End	Jump to the end of the document

You can also jump from one point to another by using the **Object Browser**. Click the one in the center to choose how you want to move through the document. The **Browse by Page** button allows you to move through your document a page at a time. **Next** moves to the next page, and **Previous** moves one page backwards.

