

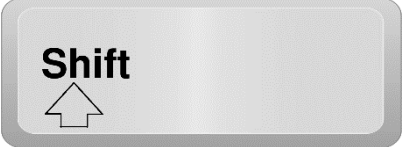
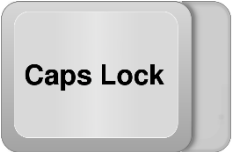
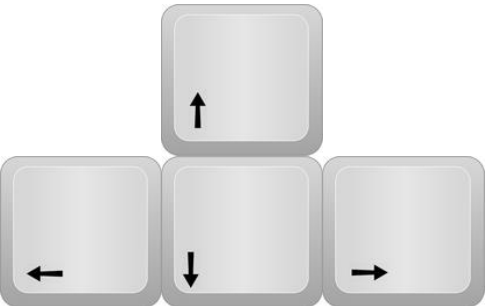



# Create

## Keyboard Cheat Sheet

 An L-shaped keyboard key with the word "Enter" and a left-pointing arrow on the horizontal part.	<p><b><u>Enter:</u></b></p> <ul style="list-style-type: none"><li>• Use this to move to the next line when typing a letter or document</li><li>• Use this to go to a website when you've typed the address into your web browser</li></ul>
 A rectangular keyboard key with the word "Backspace" and a left-pointing arrow.	<p><b><u>Backspace Key:</u></b></p> <ul style="list-style-type: none"><li>• Use this to delete an error in typing</li><li>• Use this if you've accidentally hit Enter to move back up one line</li></ul>
 A wide, rectangular keyboard key with the word "Shift" and an upward-pointing arrow.	<p><b><u>Shift Key:</u></b></p> <ul style="list-style-type: none"><li>• Hold this when typing to either make a capital letter or the upper symbol on a key</li></ul>
 A rectangular keyboard key with the words "Caps Lock".	<p><b><u>Caps Lock:</u></b></p> <ul style="list-style-type: none"><li>• Use this if you want to type capital letters continually (instead of holding down Shift)</li></ul>
 A cluster of four keyboard keys: an upward arrow, a downward arrow, a leftward arrow, and a rightward arrow.	<p><b><u>Cursor Keys:</u></b></p> <ul style="list-style-type: none"><li>• Use these to move your cursor (or insertion point) around text when you're typing</li><li>• Use these to scroll around the page when on a website</li></ul>
 A rectangular keyboard key with the word "Tab" and two horizontal arrows pointing left and right.	<p><b><u>Tab:</u></b></p> <ul style="list-style-type: none"><li>• Use this to move your cursor a specific distance on the ruler when typing</li><li>• Use this to move to the next box when filling in a form online</li></ul>