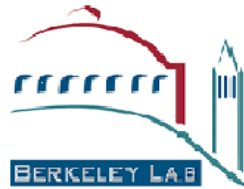


1 Minute



4 Safety

Do You Know Your Keyboard Shortcuts (Windows)



START + M	Shows Desktop
Alt + Tab	Toggle between open applications
Ctrl + P	Print
Ctrl + S	Save
Ctrl + Z	Undo
Ctrl + C	Copy
Ctrl + V	Paste
Ctrl + X	Delete (to clipboard)
CTRL+B	Make text bold
CTRL+I	Italicize
CTRL+U	Underline



Avoid 'Mouse Arm'

For more information contact the LBNL Ergonomics Team (x5818) or
Ira Janowitz, EH&S Division (x6071)