

Powerpoint Keyboard Shortcuts when doing a show

To Get the show started - **F5 to start a show**

The screenshot shows the 'Slide Show Help' dialog box with the following content:

Shortcut	Action
'N', left click, space, right or down arrow, enter, or page down	Advance to the next slide
'P', backspace, left or up arrow, or page up	Return to the previous slide
Number followed by Enter	Go to that slide
'B' or '.'	Blacks/Unblacks the screen
'W' or ','	Whites/Unwhites the screen
'A' or '='	Show/Hide the arrow pointer
'S' or '+'	Stop/Restart automatic show
Esc, Ctrl+Break, or '-'	End slide show
'E'	Erase drawing on screen
'H'	Go to hidden slide
'T'	Rehearse - Use new time
'O'	Rehearse - Use original time
'M'	Rehearse - Advance on mouse click
Hold both buttons down for 2 secs.	Return to first slide
Ctrl+P	Change pointer to pen
Ctrl+A	Change pointer to arrow
Ctrl+E	Change pointer to eraser
Ctrl+H	Hide pointer and button
Ctrl+U	Automatically show/hide arrow
Right mouse click	Popup menu/Previous slide
Ctrl+S	All Slides dialog
Ctrl+T	View task bar
Ctrl+M	Show/Hide ink markup

Callouts from the image:

- "You can go backwards too..." points to the 'Return to the previous slide' shortcut.
- "Go backwards or forwards" points to the 'Go to that slide' shortcut.
- "Brings attention to speaker" points to the 'Whites/Unwhites the screen' shortcut.
- "Lost track of slides?" points to the 'All Slides dialog' shortcut.

Want presentations to start straight away?

To make your presentations start straight away, Save As, PPS file. Please note that this is **NOT** a security feature! The files can still be opened by going to the PowerPoint Open function.