



Microsoft®

PowerPoint 2016 Basic

Quick Reference Card

The PowerPoint 2016 Program Screen



Keyboard Shortcuts

General

Open a presentation.....	Ctrl + O
Create a new presentation	Ctrl + N
Save a presentation.....	Ctrl + S
Print a presentation.....	Ctrl + P
Insert a new slide	Ctrl + M
Toggle the Notes pane.....	Ctrl + Shift + H
Close a presentation	Ctrl + W
Exit PowerPoint	Ctrl + Q
Help	F1

Editing

Cut.....	Ctrl + X
Copy.....	Ctrl + C
Paste.....	Ctrl + V
Undo.....	Ctrl + Z
Redo.....	Ctrl + Y
Group.....	Ctrl + G
Find.....	Ctrl + F
Replace.....	Ctrl + H
Select All.....	Ctrl + A

Formatting

Bold.....	Ctrl + B
Italic.....	Ctrl + I
Underline.....	Ctrl + U
Align Left.....	Ctrl + L
Align Right.....	Ctrl + R
Center.....	Ctrl + E
Justify.....	Ctrl + J

Slide Show Delivery

Begin slide show.....	F5
Resume slide show	Shift + F5
End slide show.....	Esc
Go to next slide.....	Page Down
Go to previous slide.....	Page Up
Go to first slide.....	Home
Go to last slide.....	End
Jump to slide	Slide # + Enter
Toggle screen black.....	B
Toggle screen white.....	W
Pause show.....	S
Change arrow to pen.....	Ctrl + P
Change pen to arrow.....	Ctrl + A

Getting Started



Info

New

Open

Save

Save As

Print

Share

Export

Close

Account

Feedback

Options

The File tab opens Backstage view, which contains commands for working with your files like Open, Save, New, Print, Share, and Close.

Create a New Presentation: Click the File tab, select **New**, and click **Blank Presentation**. Or, press **Ctrl + N**.

Open a Presentation: Click the File tab and select **Open**, or click **Ctrl + O**. Select a location with a file you want, then select a file and click **Open**.

Save a Presentation: Click the Save button on the Quick Access Toolbar, or press **Ctrl + S**. Choose a location where you want to save the file. Give the file a name, then click **Save**.

Preview and Print: Click the File tab, select **Print**, specify print settings, and click **Print**.

Close a Presentation: Click the File tab and select **Close**, or press **Ctrl + W**.

Close PowerPoint: Click the **Close X** button in the upper-right corner.

Undo: Click the **Undo** button on the Quick Access Toolbar.

Redo or Repeat: Click the **Redo** button on the Quick Access Toolbar. The button turns to Repeat if once everything has been re-done.

Change Presentation Views: Click the View tab and select a view, or click one of the View buttons at the bottom of the window.



Normal View



Outline View



Slide Sorter View



Reading View

Get Help: Press **F1** to open the Help pane. Type your question and press **Enter**.

Use Zoom: Click and drag the zoom slider to the left or right.

Microsoft Powerpoint 20quick Reference Guide

TeachUcomp Inc.



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onan ohnan powered lincweld 225 throttle solenoid antique - Feb 09 2023

web mar 10 2020 i ll be watching this thread to see if lincoln manuals are available more for the archives onan themselves made welders powered by cck engines and sourced them out to several other companies for re branding i don t think lincoln was one of these i think they just bought cck engines from onan added their own ends and controls

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web dec 21 2021 so i m eyeballing a cheap welder generator with a ventilated block onan few options as i see 1st find an onan ccka short block a quick look on the interweb says there hard to find and stupid money 2nd a different onan i read the ccka is 16 5hp would a different engine bolt up onan gensets seem to be pretty cheap for parts

onan onan b43e on a lincoln welder generator antique engines - Mar 30 2022

web jan 31 2023 hey guys i picked up a lincoln welder with an onan b43e ga016 4313b last spring and did an initial assessment at that time i didn t post anything because i didn t even have an account yet as describe below i have some standard procedures i follow when i start digging in to a new engine and i ll describe the process here

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web feb 18 2009 1 wondering what 12 volt batterys to use so i can restore lincwelder back to original g gadavis registered age 84 feb 16 2009 2 if this is the red lincoln welder with the 12 volt battery on each side i think that is a group 53 battery that was the same as the chevrolet corvair automobile and some older datsuns maybe gene davis d dave

lincoln weldanpower 225 g7 onan engine weldingweb - Aug 03 2022

web aug 27 2010 re lincoln weldanpower 225 g7 onan engine 4 connect a jumper lead directly from the positive battery terminal to the positive coil terminal smaller diameter of the two threaded posts crank engine over while watching for spark if spark occurs the problem is in the low oil pressure cut out switch if equipped or related wiring the

lincwelder 225 with onan engine weldingweb - Dec 07 2022

web nov 18 2021 hey guys new here i have a late 70s lincwelder 225 with a onan motor generator i m striking out hard with the solenoid and wiring it sense it doesn t have a starter and uses two twelve volt batteries instead it s a new solenoid

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vintage lincoln lincwelder225 welder generator youtube - Oct 05 2022

web 8 3k views 10 years ago i picked this welder up last week from work it has been sitting for 23 years from what i ve been told has an onan ccks engine that is stuck

lincwelder 225 rpm onan engine weldingweb - Jul 02 2022

web dec 20 2014 hi everyone i have a question about my older lincwelder 225 with onan i am making adjustments to rpm after just replacing fine adjustment rheostat i bought a cheap rpm tach off ebay and wrapped around one cylinder and im only getting around 1000 rpm at low idle and 1350 at high idle i know this cant be right just by the sound of engine

could the starter on my welder be 24v onan gen - Jan 28 2022

web mar 30 2008 i have a lincoln 225 dc 225 3 as that has a onan gen has 1 battery 550ccr battery but it won t turn the mtr over but i wonder if i need to put another battery across from it friend of mine said he had one it was 24v but that don t mean

all of them are what do ya ll think

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