

Function Keys

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| F1 | Displays help on a keyword or (Help > Microsoft Visual Basic for Applications Help). |
| F2 | Displays the (View > Object Browser) window. |
| F3 | Finds the next occurrence of the last word you searched for using (Ctrl + F). |
| F4 | Displays the (View > Properties Window) if it is not displayed. |
| F5 | Runs the current procedure or continues if in Debug Mode. |
| F6 | Switches focus between the two code windows when using (Window > Split). |
| F7 | Displays the (View > Code) window. Can also be used to display the corresponding userform code module when a Userform is active. |
| F8 | Step into code line by line. Can be used to startd debugging subroutines that require no arguments. |
| F9 | Inserts or toggles a breakpoint. |
| F10 | Toggles the activation of the Menu bar. |

Shift + Function

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| Shift + F2 | Moves to the definition of the procedure or function (View > Definition). |
| Shift + F3 | Finds the previous occurrence of the last word you searched for using (Ctrl + F). |
| Shift + F4 | Repeats the last Find, the same as (Edit > Find Next). |
| Shift + F7 | Displays the Userform object corresponding to the active userform code module. This can be used in conjunction with the F7 (View > Code) to quickly toggle between the code and the object. |
| Shift + F8 | Step over code line by line, execute one procedure at a time. |
| Shift + F9 | Activates the Quick Watch window adding the current variable. |
| Shift + F10 | Displays the Shortcut menu for the selected item. |

Ctrl + Function

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| Ctrl + F2 | Activates the Object Box in the top left corner of the Code window. |
| Ctrl + F4 | Closes the active MDI child window. |
| Ctrl + F5 | Runs the error handler code or returns the error to the calling procedure. Does not affect the setting for error trapping on the General tab of the Options dialog box. |

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| Ctrl + F6 | Moves to the next open window. This is exactly the same as (Ctrl + Tab). |
| Ctrl + F8 | Run to the cursor. |
| Ctrl + F9 | Moves the current line of execution to this location. This defines the location for the next command that is executed. |
| Ctrl + F10 | Activate the Menu bar. |

Other + Function

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| Alt + F4 | Closes the Visual Basic Editor window and returns to the application. |
| Alt + F5 | Resume execution though the error handler / run error handler. |
| Alt + F8 | Steps into the error handler or returns the error to the calling procedure. Does not affect the setting for error trapping on the General tab of the Options dialog box. |
| Alt + F11 | Toggles between the Visual Basic Editor and the application. |
| Ctrl + Shift + F2 | Moves back to the previous position (View > Last Position). |
| Ctrl + Shift + F8 | Step out of code. |
| Ctrl + Shift + F9 | Clear all breakpoints from the active project. |

Ctrl + Letters

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| Ctrl + A | Select all text in the current module. |
| Ctrl + C | Copies the selection to the clipboard. |
| Ctrl + E | Displays the (File > Export File) dialog box. |
| Ctrl + F | Displays the (Edit > Find) dialog box. |
| Ctrl + G | Displays the (View > Immediate window) window. |
| Ctrl + H | Displays the (Edit > Replace) dialog box. |
| Ctrl + I | Turn on quick information (Edit > Quick Info). |
| Ctrl + J | Displays a drop-down of available properties (Edit > List Properties/Methods). |
| Ctrl + L | Show the call stack (View > Call Stack). |
| Ctrl + M | Displays the (File > Import File) dialog box. |
| Ctrl + N | Inserts a new line and positions the cursor at the start of the line. Pressing Enter will maintain the same indentation. |
| Ctrl + P | Displays the (File > Print) dialog box. |
| Ctrl + R | Displays the (View > Project Explorer) window. |
| Ctrl + S | Saves (File > Save). |
| Ctrl + T | Displays the Components dialog box listing all the available components. This is a Visual Basic 6.0 dialog box. |
| Ctrl + V | Pastes the current clipboard entry. |
| Ctrl + X | Cuts the selection to the clipboard. |

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| Ctrl + Y | Cuts the entire line to the clipboard. |
| Ctrl + Z | Undo the last action (Edit > Undo). |

Other + Letters

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| Alt + A | Displays the (Add-ins) menu. |
| Alt + D | Displays the (Debug) menu. |
| Alt + E | Displays the (Edit) menu. |
| Alt + F | Displays the (File) menu. |
| Alt + H | Displays the (Help) menu. |
| Alt + I | Displays the (Insert) menu. |
| Alt + O | Displays the (Format) menu. |
| Alt + Q | Closes the Visual Basic Editor window and returns to application. |
| Alt + R | Displays the (Run) menu. |
| Alt + T | Displays the (Tools) menu. |
| Alt + V | Displays the (View) menu. |
| Alt + W | Displays the (Window) menu. |
| Ctrl + Shift + I | Displays the tooltip showing you parameter information (Edit > Parameter Info). This is only useful if you have (Tools > Options, Editor tab, Auto List Members & Auto Quick Info) unchecked. |
| Ctrl + Shift + J | Displays a drop-down of available constants (Edit > List Constants). This is only useful if you have (Tools > Options, Editor tab, Auto List Members & Auto Quick Info) unchecked. |

Entering

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| Shift + Insert | Pastes the current clipboard entry. |
| Tab | Indents the current line of code or completes intellisense. |
| Shift + Tab | UnIndents the current line of code (outdents). |
| Enter | Enters a new line into the code module. |

Selecting

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| Shift + Home | Selects to the start of the line. |
| Shift + End | Selects to the end of the line. |
| Shift + Page Up | Selects to the top of the module. |
| Shift + Page Down | Selects to the bottom of the module. |

Extending

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| Shift + Left Arrow | Extends the selection one character to the left. |
| Shift + Right Arrow | Extends the selection one character to the right. |
| Shift + Up Arrow | Extends the selection up one line. |
| Shift + Down Arrow | Extends the selection down one line. |

Manouvering

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| Ctrl + Tab | Moves to the next module or window. |
| Alt + Tab | Moves to the next application. |
| Home | Moves to the beginning of the current line. |
| End | Moves to the end of the current line. |
| Page Up | Moves one screen upwards. |
| Page Down | Moves one screen downwards. |
| Left Arrow | Moves left one character. |
| Right Arrow | Moves right one character. |
| Up Arrow | Moves up one line. |
| Down Arrow | Moves down one line. |
| Ctrl + Home | Moves to the top of the module. |
| Ctrl + End | Moves to the bottom of the module. |
| Ctrl + Page Up | Moves to the top of the current procedure. |
| Ctrl + Page Down | Moves to the start of the next procedure. |
| Ctrl + Left Arrow | Moves one word to the left. |
| Ctrl + Right Arrow | Moves one word to the right. |
| Ctrl + Up Arrow | Moves to the sub or function directly above. |
| Ctrl + Down Arrow | Moves to the sub or funciton directly below. |

Other

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| Backspace | Deletes the character to the left of the cursor in the code window. |
| Ctrl + Break | Stops execution and enters break-mode. |
| Ctrl + Insert | Copies the selection to the clipboard. |
| Ctrl + Enter | Enters a new line (or carriage return) into a userform control. |
| Ctrl + Delete | Delete to the end of the word. |
| Ctrl + Spacebar | Displays a drop-down of matching properties (Edit > Complete Word). This is only useful if you have (Tools > Options, Editor tab, Auto List members) unchecked. |
| Ctrl + Backspace | Deletes to the start of the word. |

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| Alt + Spacebar | Activates the Control Box in the top left hand corner of the visual basic editor window. |
| Alt + Backspace | Undo the last action (Edit > Undo). |
| Insert | Toggle Insert Mode. |
| Delete | Delete the character to the right of the cursor in the code window. |