

USES OF F1 - F12 FUNCTION KEY



Most people work using Windows or MAC. But Alot do wonder what the are the features/uses of the F1 - F12 keys. In this article, we shall look into the features and functions of those keys.

The F1 KEY Uses:

The F 1 key is used for "HELP". If you are a window OS User and you want Help on a particular program, then you should click on the F1 key. It will open up the help window for you.

In some few cases, the F1 key is used to enter the BIOS mode. Press the F1 key when your PC is booting. Then your system will open into the BIOS mode.

When you press the Win + F1 keys together, it opens the "Help And Support Microsoft" in Windows.

The F2 KEY Uses:

The F2 key is used for the renaming of a selected folder/file (shortcut to rename

file or folder). The F2 key works on all versions of Windows.

Pressing the Alt + Ctrl + F2, Opens a Document as a Microsoft Word.

Pressing the Ctrl + F2, Opens a Preview Window in Microsoft Word.

The F3 KEY Uses:

In the MS-DOS charge line or Windows, Press the F3 key to rehash the last summons.

When you press the Win + F3 key, Advanced Search Window opens in Microsoft Outlook.

Shift + F3 key changes the content in Microsoft Word, from upper to lower case or capital letters at the start of each one expression.

The F4 KEY Uses:

The F4 Key, when pressed Opens the location bar in Windows Explorer and Internet Explorer. When also pressed, it rehashes the last activity in MS Word.

Ctrl + F4, closes the window open in the present window, for example, a tab in the program.

Pressing the Alt + F4, closes the system

window in windows.

The F5 KEY Uses:

The F5 key Helps in Refreshing a Page or Desktop. The F5 key helps in running a slide to demonstrate in Powerpoint.

The F6 KEY Uses:

The F6 key moves the cursor in the location bar.

Pressing the Ctrl + Shift + F6 keys, opens Document in Microsoft Word.

The F7 KEY Uses:

The F7 key is mostly used to check the spelling and grammar in any Document Programs of Microsoft like Word, Outlook and a few others.

The F8 KEY Uses:

The F8 key is used to make your computer to enter safe mode while the computer is about to boot.

The F9 KEY Uses:

The F9 key do not mostly have any function to do in Windows. The key can only be used in few programs like AutoCAD.

The F10 KEY Uses:

The F10 key is used to enter the hidden

recovery partition on few computers.

The F10 key activates Menu in the open Organiser Window.

Shift + F10 key, works same as the right click of a Mouse.

When the F10 key is pressed when the system is booting, the BIOS information will be displayed.

The F11 KEY Uses:

The F11 key helps you to enter Full Screen Mode in some few programs and softwares, and it can be utilized and also works in any browser.

The F12 KEY Uses:

The F12 key opens the "Save As" in Microsoft Word.

The Shift + F12 key, saves a document in Microsoft Word.

The F12 key helps in opening the inspect element box in Browsers.

The Ctrl + Shift + F12 key, prints a document in Microsoft Word.