

## Key Combinations Drill 4: Fast Fact

In this drill you'll get even more practice editing at the key level.

|   |   |             |
|---|---|-------------|
| <b>Speech On · Word Open</b>                                | (Turns the asleep, or yellow microphone on and opens Word)            | <b>2.15</b> |
| <b>Cap Fact</b>   | Fact  | <b>1.2</b>  |
| <b>Left Backspace s</b>                                     | Fas t   | <b>7.16</b> |
| <b>Backspace · Right e</b>                                  | Fate  | <b>7.16</b> |
| <b>Backspace · 2 Left e</b>                                 | Fe at   | <b>7.16</b> |
| <b>Delete e</b>   | Fee t   | <b>7.16</b> |
| <b>2 Backspace i</b>  | Fi t  | <b>7.16</b> |
| <b>Left Lima</b>  | Fl it   | <b>7.16</b> |
| <b>Right r</b>  | Flir t  | <b>7.16</b> |
| <b>Backspace November</b>                                   | Flin t  | <b>7.16</b> |
| <b>Left 2 Backspace Oscar</b>                               | Fo nt   | <b>7.16</b> |
| <b>1 1 Letters Delete</b>                                   | F t   | <b>7.21</b> |
| <b>spell l i g h</b>  | Fligh t   | <b>6.5</b>  |
| <b>4 Backspace a s</b>                                      | Fas t   | <b>7.16</b> |
| <b>Backspace c</b>  | Fac t   | <b>7.16</b> |
| <b>Home Delete f</b>  | f act   | <b>7.16</b> |
| <b>End Exclamation</b>                                      | fact!   | <b>6.13</b> |
| <b>Exclamation Times 5</b>                                  | fact!!!!!!  | <b>6.7</b>  |
| <b>6 Backspace · Home Delete t</b>                          | t act   | <b>7.16</b> |
| <b>Backspace · Cap F</b>                                    | F act   | <b>7.16</b> |
| <b>Go End</b>   | Fact  | <b>7.5</b>  |
| To repeat jump back to the third command (Left Backspace s) |   |             |
| <b>Window Close · No · Speech Off</b>                       | (Closes Word without saving changes and puts the microphone to sleep) | <b>2.16</b> |