

Mouse-less Smart Tags

Do you often find yourself using a Word version with smart tags? You know the little icons that appear in files when the program is offering paste options or when the AutoCorrect feature starts making changes.



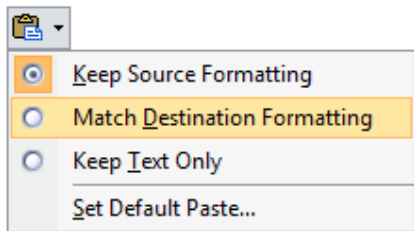
If you've got them and you use them, you know what I'm talking about.

The real question is: "Do you sometimes avoid using them, because you have to use the mouse to access the options?"

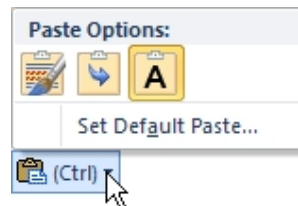
If that's the case, I've got just the thing you need! How about access to the smart tag options without the mouse?

With the smart tag still displayed, try **Alt + Shift + F10**.

Instantly, the menu of options for the smart tag opens.



Word 2003



Word 2007/2010/2013

With the **arrow keys**, scroll through the options and then press the **Enter key** to make your selection.

That's all there is to it. Mouse-less smart tags with one simple key combination!

