

MOUSE TRICKS

Ian Handricks

DOUBLE LEFT CLICK on a word

Selects whole word

TRIPLE LEFT CLICK on any word

Selects whole paragraph

SINGLE LEFT CLICK next to line in left margin

Selects whole line

DOUBLE LEFT CLICK next to paragraph in left margin

Selects whole paragraph

TRIPLE LEFT CLICK next to any line in left margin

Selects whole document

SINGLE RIGHT CLICK on any word

Opens options menu

- Smart Lookup
- Synonyms
- Translate
- Spelling
- Formatting options
- Copy
- Paste

Gives dictionary/encyclopedia

Gives synonyms of chosen word

Translates chosen section

Provides spelling corrections

Access to key formatting options

Copies selection

Pastes selection