

# EKHO MEMORY STRIPS provide over 2,000 shortcuts on High quality Keyboard Menu Strips!!

See shaded instructions on back for customizing of shaded F keys and shortcuts.

**WINDOWS 2000**  
Microsoft Inc. (TM)

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ACAD1415\_az.dwg

**TCP/IP COMMANDS** (DOS box)  
IPCONFIG to confirm TCP/IP address  
IPCONFIG /ALL to confirm ALL address data.  
NETSTAT to list active connections  
PING computername to check connections  
ROUTE PRINT to see active routes.

**WINDOWS KEYS**

**SYSTEM PROPERTIES** Break

**FIND COMPUTER** Ctrl F

**FIND FILES** F

**EXPLORER** E

**CYCLE TASKBAR** TAB

**RUN PROGRAM** R

**MINIMIZE ALL OPEN** M

**UNDO MINIMIZE OPEN** Shift M

**UTILITY MANAGER** U

**EXPLORER/MY COMPUTER**

Expand / Collapse Folder /

Go To Folder Ctrl G

Expand Folder all levels \*

**ON BOOTUP - START OPTIONS** (F8)

**NAVIGATE** Down / Up One Line /

Down / Up One Screen /

Beginning / End of Document /

Beginning / End of Line /

Switch Documents /

**BEGINNER'S TIPS: (Type at DOS Prompt)**

Synchronize clock with COMPUTER1: NET TIME \\COMPUTER1 /SET SET

To check current user's name: SET

To copy only latest file changes: XCOPY C:\PATH\*. \* D:\PATH /D

To check current network drive names: NET USE

**EDITING SHORTCUTS**

**COPY SELECTED**

**CUT SELECTED**

**PASTE from CLIPBOARD**

**UNDO**

**REDO**

**REPLACE TEXT**

**SELECT ALL**

**CAPTURE SCREEN**

**CAPTURE WINDOW**

**WINDOWS ESSENTIALS**

**NEW FILE**

**OPEN FILE**

**PRINT FILE**

**SAVE FILE**

**CANCEL**

**CONTROL MENU**

**↓↑ DOS WINDOW**

**CYCLE OPEN TASKS**

**CYCLE OPTIONS**

**NT SECURITY**

**NT TASK MNGR.**

<b>WINDOWS 2000</b>		<b>HELP</b>		<b>RENAME OBJECT</b>		<b>FIND OBJECT</b>		<b>OPEN DROP DOWN LIST</b>		<b>IMAGING</b>		<b>DIAL UP NETWORKING</b>		<b>OUTLOOK</b>		<b>POWERPOINT</b>		<b>DVD PLAYER</b>		<b>CD PLAYER</b>		<b>NET COMMANDS (DOS Prompt)</b>	
Microsoft Inc. (TM)																						NET HELP command	
										<b>CHARACTER MAP</b>		<b>TOGGLE WINDOWS</b>		<b>EXCEL</b>		<b>WORD</b>		<b>MEDIA PLAYER</b>		<b>BROWSE MENU BAR</b>		NET PRINT \\computername\sharename	
										<b>CALCULATOR</b>		<b>CLIPBOARD</b>		<b>NOTEPAD</b>		<b>WORDPAD</b>		<b>DOS PROMPT</b>		<b>DISPLAY SHORTCUT</b>		NET USE to see all current connections.	
										<b>CASCADE WINDOWS</b>		<b>SWITCH PANES</b>		<b>F7</b>		<b>F8</b>		<b>F9</b>		<b>ACTIVATE MENUS</b>		NET VIEW to see connected computers	
										<b>REFRESH WINDOW</b>												NET TIME \\computername /set	
										<b>REFRESH WINDOW</b>												NET START/STOP service	



**AVAILABLE AT TOLGA**