



LOOK WHAT WE COVERED!

WHAT WAS YOUR FAVORITE? Throw them in the Chat.

TIP 1 Catch Up

TIP 2 Comments

TIP 3 Version History

TIP 4 Loop

TIP 5 Merge Formatting

TIP 6 Clear Formatting

TIP 7 Format Painter

TIP 8 Read Aloud

TIP 9 Accessibility

TIP 10 Translator

TIP 11 Immersive Reader

TIP 12 Dictate

TIP 13 Quick Access Toolbar

TIP 14 Save as PDF

TIP 15 Edit PDF

TIP 16 Clipboard

TIP 17 Quick Lines

TIP 18 Quick Font Size

TIP 19 Shrink to One-Page

TIP 20 Insert Date/Time

TIP 21 Editor

TIP 22 Status Bar

