# Basic VoiceOver commands used in Word or Pages documents

VO = Control + Option

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| **Action** | **Command** |
| Turn on VoiceOver | Cmd+F5 |
| Open Spotlight | Cmd+space |
| Full Screen (maximize window) | Cmd+F (full screen) |
|  Save a document | Cmd+S (Save) |
| Navigate around a window | Tab |
| Quit an application | Cmd+Q (Quit) |
| Open a document | Cmd+O (Open) |
| Close a window | Cmd+W (Window) |
| Move between items in a window | VO+up or down arrow |
| Exit Browser | VO+shift + up arrow |
| To open desired Document | VO + Space |
| Display accessibility options dialogue | Cmd+option+F5 |
| Print | Cmd+P |
| Create a New Word Document (when Word is open) | Cmd + N |
| To access Desktop | VO+shift+D |
| Navigate through items on the desktop/dock/etc. | Arrow keys |
| To access Dock | VO+D |