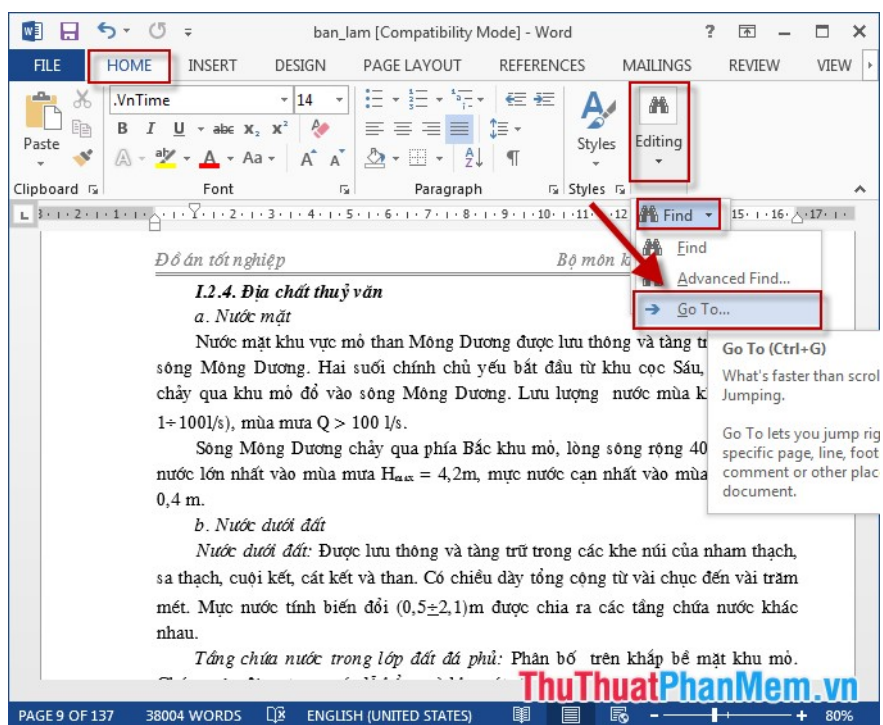


How to turn pages quickly in Word

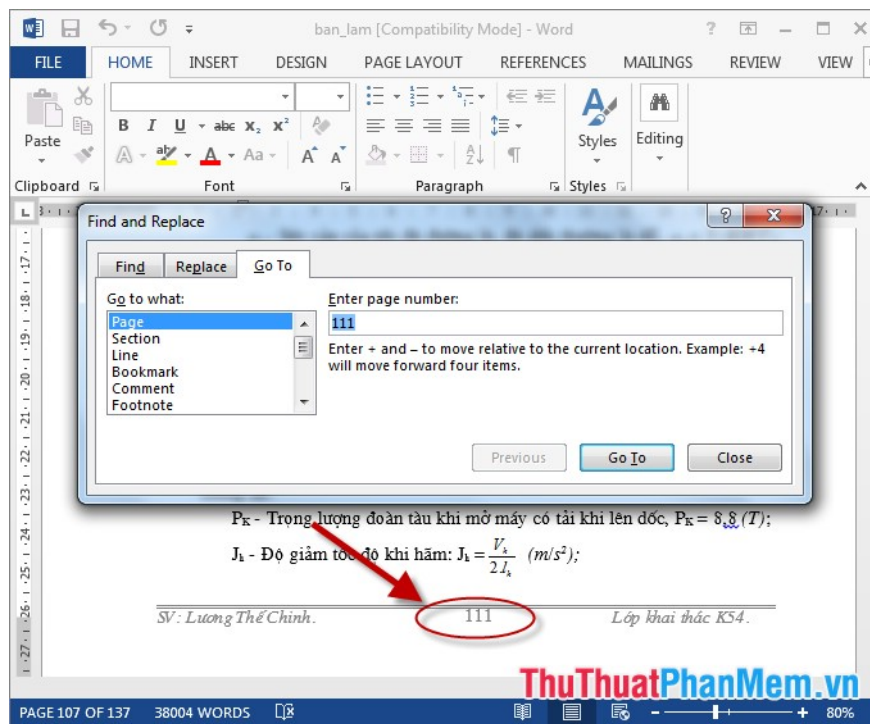
The process of working with large text files to move to a new page is not adjacent to the old page if manipulating by moving the mouse takes time and effort. The following article shows how to quickly turn pages in Word.

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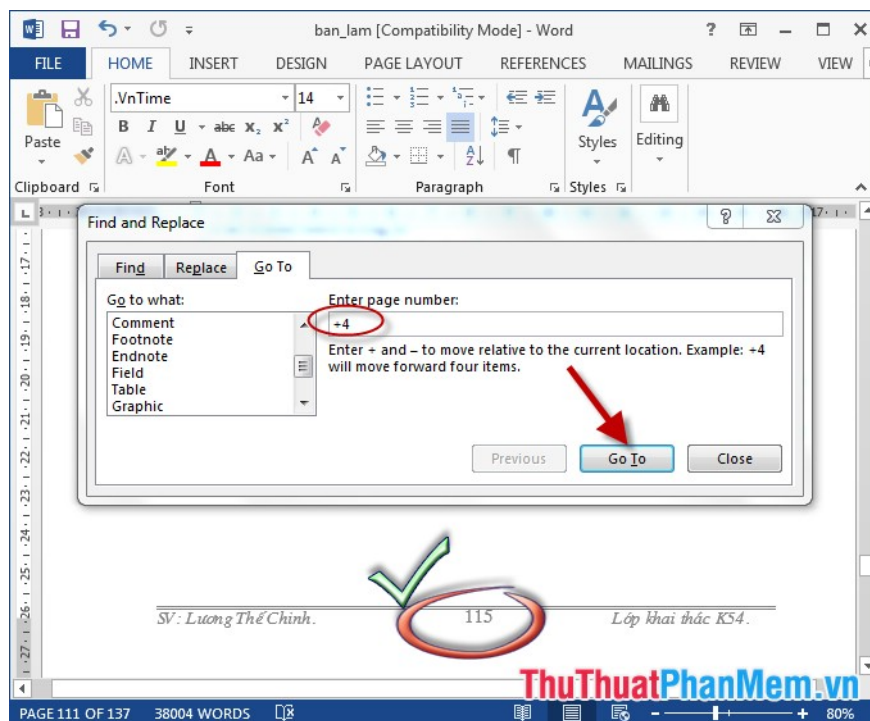
Step 1: For example, you want to move to page 111 and do the following: **Go to the Home tab -> Editing -> Find -> Go to** (or you can use the keyboard shortcut **Ctrl + G**):



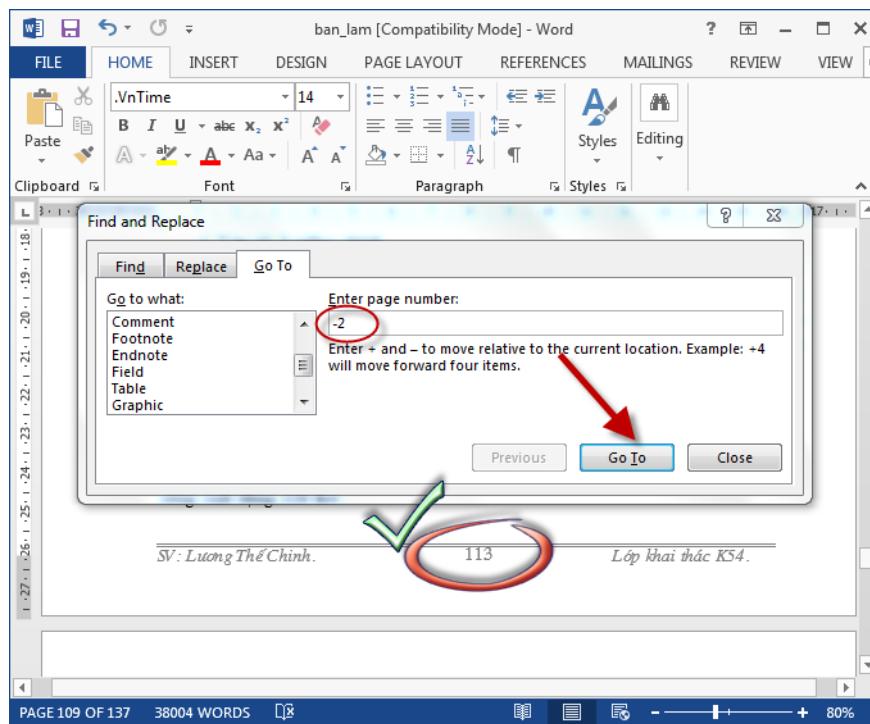
Step 2: The **Find and Replace** dialog box appears, select **Go to** -> enter the page number in the **Enter page number**, for example, here you want to go to page 111 -> click **Go to** -> the mouse pointer moves to page 111 Finally, click the **Close button** to close the dialog box:



- In addition, you can move to the page a few pages away from the current page by adding a plus sign before the page number, for example, here you want to move 4 more pages than the current page to enter **+4** in the **Enter Page Number**:



- To undo some pages from the current page add a minus sign and the number of pages to back. For example, here I want to undo 2 pages enter **-2** :



Above is a detailed guide on **how to quickly turn pages in Word** . Good luck!

You finished reading the article "**How to turn pages quickly in Word**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.