



**Mi Universidad**

**Súper nota**

*Alumna: Pérez Hernández Karla Regina*

*Nombre: Meta comandos y código ASCII*

*Tercer parcial*

*Materia: computación I*

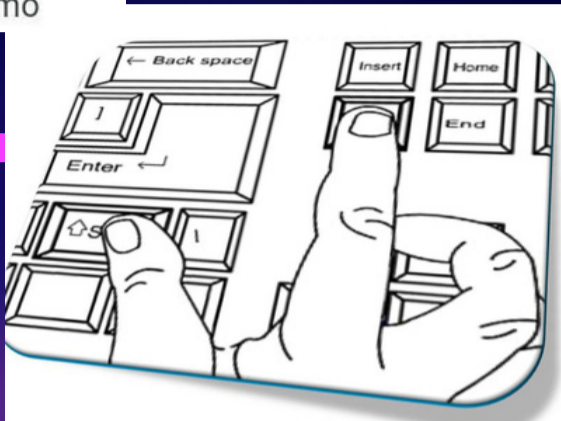
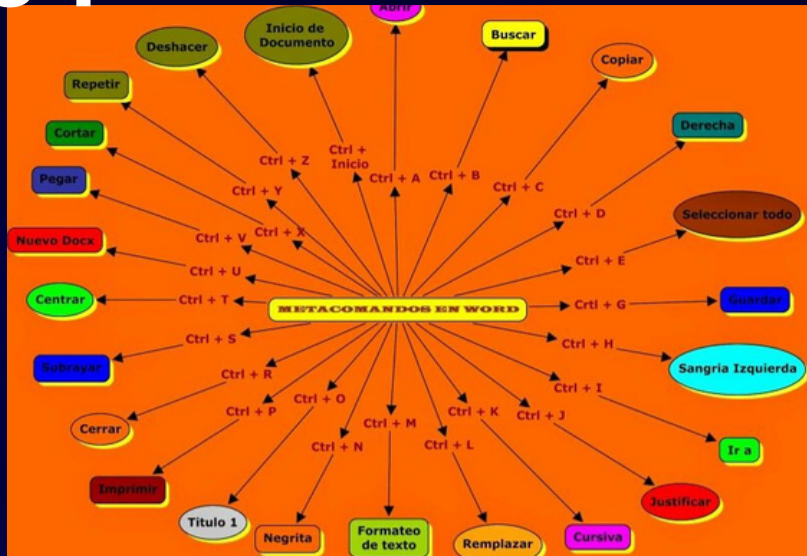
*Profesor: Aldo Irecta Nájera*

*Licenciatura en Enfermería*

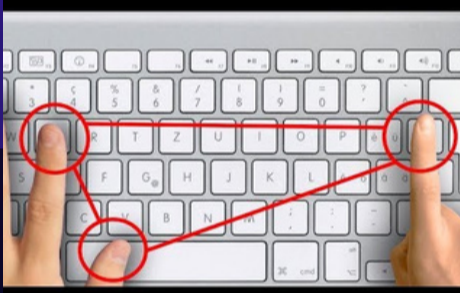
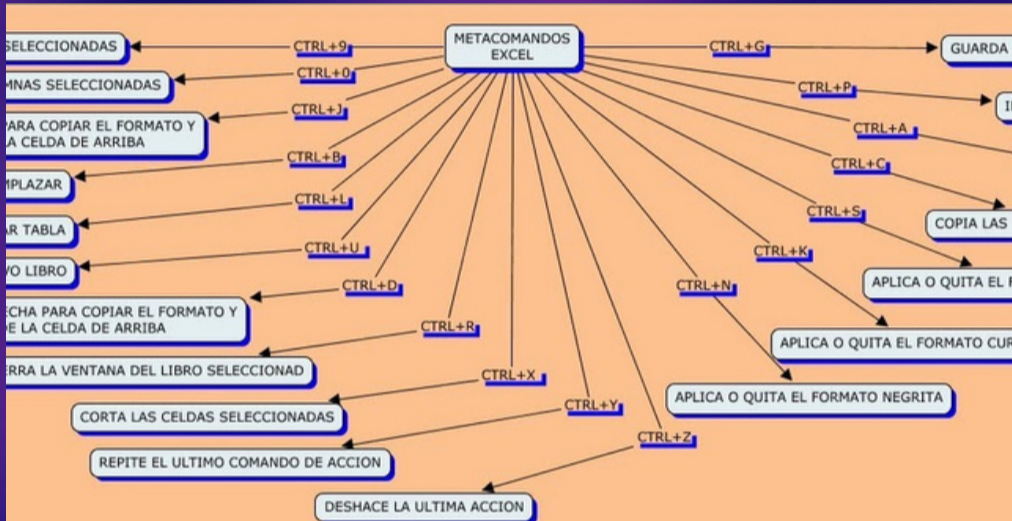
*Primer Cuatrimestre*

# METACOMANDOS Y CÓDIGO ASCII

Los **Metacomandos** son la combinación de 2 o más teclas para realizar una acción dentro de un programa. La siguiente lista contiene algunos **metacomandos** más usados dentro de programas como Microsoft Word Excel, Power Point. Ctrl + Fin = Mueve el cursor al Final del Último



Ctrl + otra



Ctrl + N	Nuevo documento	Ctrl + Z	Repetir la acción
Ctrl + A	Abrir un documento	Ctrl + F1	Abre el panel de tareas
Ctrl + S	Guardar documento	Ctrl + Alt + N	Insertar hipervínculo
Ctrl + P	Imprimir el documento	Ctrl + M	Mostrar la ventana de formato fuente
Ctrl + Z	Deshacer la última acción	Ctrl + B	Poner el texto seleccionado en negritas
Ctrl + Y	Rehacer la acción deshecha	Ctrl + I	Poner el texto seleccionado en cursivas o itálicas
Ctrl + X	Cortar lo que está seleccionado	Ctrl + S	Subrayar el texto seleccionado
Ctrl + C	Copiar lo que está seleccionado	Ctrl + T	Alinear al centro el párrafo
Ctrl + V	Pegar lo que se copio o cortó	Ctrl + D	Alinear a la derecha el párrafo
Ctrl + E	Seleccionar todo el texto del documento	Ctrl + J	Justificar el párrafo
Ctrl + B	Buscar una palabra en todo el documento	Ctrl + F	Mostrar formato
Ctrl + L	Reemplazar una palabra por otra	Ctrl + G	Muestra la herramienta de ortografía y gramática
Alt + Ctrl	Muestra el panel de referencias	Ctrl + W y Ctrl + F4	Cierra el documento

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
!	"	#	\$	%	&	'	(	)	*	+	,	-	.	/	
33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	
1	2	3	4	5	6	7	8	9	:	;	<	=	>	?	
49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	
@	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79
P	Q	R	S	T	U	V	W	X	Y	Z	[	\	]	^	_
80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95
a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	
96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111
p	q	r	s	t	u	v	w	x	y	z	{		}	~	
112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127

CÓDIGO	SÍMBOLO	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51
52	!	53	"	54	#	55	\$	56	%	57	&	58	'	59	(	60	)	61	*	62	+
63	,	64	-	65	.	66	/	67	:	68	;	69	<	70	=	71	>	72	?	73	@
74	A	75	B	76	C	77	D	78	E	79	F	80	G	81	H	82	I	83	J	84	K
85	L	86	M	87	N	88	O	89	P	90	Q	91	R	92	S	93	T	94	U	95	V
96	W	97	X	98	Y	99	Z	100	[	101	\	102	]	103	^	104	_	105	`	106	{
107		108	}	109	~	110		111		112		113		114		115		116		117	



0021	!	0022	"	0023	#	0024	\$	0025	%	0026	&	0027	'	0028	(	0029	)	002A	*	002B	+	002C	,	002D	-	002E	.	002F	/
0031	1	0032	2	0033	3	0034	4	0035	5	0036	6	0037	7	0038	8	0039	9	003A	:	003B	;	003C	<	003D	=	003E	>	003F	?
0041	A	0042	B	0043	C	0044	D	0045	E	0046	F	0047	G	0048	H	0049	I	004A	J	004B	K	004C	L	004D	M	004E	N	004F	O
0051	Q	0052	R	0053	S	0054	T	0055	U	0056	V	0057	W	0058	X	0059	Y	005A	Z	005B	[	005C	\	005D	]	005E	^	005F	_
0061	a	0062	b	0063	c	0064	d	0065	e	0066	f	0067	g	0068	h	0069	i	006A	j	006B	k	006C	l	006D	m	006E	n	006F	o
0071	q	0072	r	0073	s	0074	t	0075	u	0076	v	0077	w	0078	x	0079	y	007A	z	007B	{	007C		007D	}	007E	~	007F	

CÓDIGO	SÍMBOLO	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
25	!	26	"	27	#	28	\$	29	%	30	&	31	'	32	(	33	)	34	*	35	+	36	,	37	-	38	.	39	/	40	:	
41	A	42	B	43	C	44	D	45	E	46	F	47	G	48	H	49	I	50	J	51	K	52	L	53	M	54	N	55	O	56	P	
57	Q	58	R	59	S	60	T	61	U	62	V	63	W	64	X	65	Y	66	Z	67	[	68	\	69	]	70	^	71	_	72	`	
73	a	74	b	75	c	76	d	77	e	78	f	79	g	80	h	81	i	82	j	83	k	84	l	85	m	86	n	87	o	88	p	
89	q	90	r	91	s	92	t	93	u	94	v	95	w	96	x	97	y	98	z	99	{	100		101	}	102	~	103		104		

	_0	_1	_2	_3	_4	_5	_6	_7	_8	_9	_A	_B	_C	_D	_E	_F
0	NUL	SOH	STX	ETX	EOT	ENQ	ACK	BEL	BS	HT	LF	VT	FF	CR	SO	SI
16	DLE	DC1	DC2	DC3	DC4	NAK	SYN	ETB	CAN	EH	SUB	ESC	FS	GS	RS	US
32	SP	!	"	#	\$	%	&	'	(	)	*	+	,	-	.	/
48	0	1	2	3	4	5	6	7	8	9	:	;	<	=	>	?
64	@	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
80	P	Q	R	S	T	U	V	W	X	Y	Z	[	\	]	^	_
96	`	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o
112	p	q	r	s	t	u	v	w	x	y	z	{		}	~	DEL

## Bibliografía

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