

When keyboard shortcuts are assigned, the changes are saved in an **Accelerator Table**.

1. Click the Keyboard tab in the Customize dialog box, then choose an Accelerator Table from the Table list box.
2. In the Commands box, choose the command or tool to which you want to assign a shortcut, then click inside the Press New Shortcut Key box.
3. Enter the shortcut that you want to assign.

4. Click the Assign button.