

CTRL + SHIFT + V: Paste without formatting

A graphic with a yellow background and an orange border. It features the text 'CTRL + SHIFT + V' in large, bold, black letters, followed by 'PASTE WITHOUT FORMATTING' in smaller, bold, black letters. Below this is a paragraph of text. At the bottom, there is a yellow circle and the text 'Weekly Tech Tip'.

CTRL + SHIFT + V
PASTE WITHOUT FORMATTING

Pastes as plain text; useful for removing fancy fonts, bold type, or links when copying and pasting from one place to another.

Weekly Tech Tip

May be especially useful if pasting from one program to another (e.g. from a bulleted list in Word to an email or from a website to a spreadsheet cell).

Bonus: Ctrl + V pastes *with* formatting

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