Tutorials

Download entire websites easy

[GNU Wget](http://www.gnu.org/software/wget/) is a nice tool for downloading resources from the internet. The basic usage is `wget url`:

> `wget http://linuxreviews.org/`

The power of [wget](http://community.linuxmint.com/software/view/wget) is that you may download sites recursive, meaning you also get all pages (and images and other data) linked on the front page:

> `wget -r http://linuxreviews.org/`

But many sites do not want you to download their entire site. To prevent this, they check how browsers identify. Many sites refuse you to connect or send a blank page if they detect you are not using a web-browser. You might get a message like:

> *Sorry, but the download manager you are using to view this site is not supported. We do not support use of such download managers as flashget, go!zilla, or getright*

There is a very handy `-U` option for sites like this. Use

> `-U My-browser`

to tell the site you are using some commonly accepted browser:

> wget -r -p -U Mozilla http://www.stupidsite.com/restricedplace.html

A web-site owner will probably get upset if you attempt to download his entire site using a simple

> `wget http://foo.bar`

command. However, the web-site owner will not even notice you if you limit the download transfer rate and pause between fetching files.

To make sure you are not manually added to a blacklist, **the most important command line options** are` –limit-rate=` and` –wait= .`

To pause 20 seconds between retrievals you should add

> `–wait=20`

and to limit the download rate use something like

> `–limit-rate=20K`

as this option defaults to bytes, add K to set KB/s.

Example:

> `wget –wait=20 –limit-rate=20K -r -p -U Mozilla http://www.stupidsite.com/restricedplace.html`

A very handy option that guarantees wget will not download anything from the folders beneath the folder you want to acquire is:

> `–no-parent`

Use this to make sure wget does not fetch more than it needs to if you just want to download the files in a folder.

Read the [manual page](http://linuxreviews.org/man/wget/) for wget to learn more about GNU Wget. The full official manual is available [here](http://www.gnu.org/software/wget/manual/).

The original version of this how-to is available at http://linuxreviews.org/quicktips/wget/wget.en.pdf

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License”](http://www.gnu.org/licenses/fdl.html).

LibreOffice and OpenOffice Keyboard Shortcuts

General Shortcuts for LibreOffice / OpenOffice

Ctrl + A : Select All **Ctrl + F** : Find and Replace **Ctrl + Y** : Redo last action

Ctrl + A : select all **Ctrl + O** : open **Ctrl + S** : save **Alt + F4** : close window

LibreOffice Writer / OpenOffice Writer

Text

Ctrl + E : Centered **Ctrl + J** : Justify **Ctrl + L** : Align Left **Ctrl + R** : Align Right **Ctrl + D** : Double Underline **Ctrl + Shift + P** : Superscript **Ctrl + Shift + B** : Subscript

Paragraph Style

Ctrl + 0 (zero) : Apply the Default style **Ctrl + 1** : Apply the Heading 1 style **Ctrl + 2** : Apply the Heading 2 style **Ctrl + 3** : Apply the Heading 3 style **Ctrl + 5** : 1.5 Line Spacing

Ctrl + Plus Key (+) : Calculates the selected text and copies the result to the clipboard **Ctrl + Hyphen (-)** : Custom hyphens; hyphenation set by you **Ctrl + Shift + minus sign (-)** : Non-breaking dash (is not used for hyphenation). **Ctrl +** * (multiplication sign on number pad) : Run macro field. **Ctrl + Space** : Non-breaking spaces that are not used for hyphenation and are not expanded if the text is justified **Shift + Enter** : Line break without paragraph change **Ctrl + Enter** : Manual page break **Ctrl + Shift + Enter** : Column break in multi-columnar texts **Alt + Enter** : Inserting a new paragraph without numbering; **Alt + Enter** : Inserting a new paragraph directly before or after a section or a table **Arrow Left** : Move cursor to left **Shift + Arrow Left** : Move cursor with selection to the left **Ctrl + Arrow Left** : Go to beginning of word **Ctrl + Shift + Arrow Left** : Selecting to the left word by word **Arrow Right** : Move cursor to right **Shift + Arrow Right** : Move cursor with selection to the right **Ctrl + Arrow Right** : Go to end of word **Ctrl + Shift + Arrow Right** : Selecting to the right word by word **Arrow Up** : Move up one line **Shift + Arrow Up** : Selecting lines in an upwards direction **Arrow Down** : Move cursor down one line **Shift + Arrow Down** : Selecting lines in a downward direction **Home** : Go to beginning of line **Shift + Home** : Go and select to the beginning of a line **End** : Go to end of line **Shift + End** : Go and select to end of line **Ctrl + Home** : Go to start of document **Ctrl + Shift + Home** : Go and select text to start of document **Ctrl + End** : Go to end of document **Ctrl + Shift + End** : Go and

select text to end of document **Ctrl + Page Up** : Switch cursor between text and header **Ctrl + Page Down** : Switch cursor between text and footer **Insert** : Insert mode on/off **Page Up** : Screen page up **Shift + Page Up** : Move up screen page with selection **Page Down** : Move down screen page **Shift + Page Down** : Move down screen page with selection **Ctrl + Delete** : Delete text to end of word **Ctrl + Backspace** : Delete text to beginning of word **Ctrl + Shift + Delete** : Delete text to end of sentence **Ctrl + Shift + Backspace** : Delete text to beginning of sentence **Ctrl + Tab** : Next suggestion with Automatic Word Completion **Ctrl + Shift + Tab** : Use previous suggestion with Automatic Word Completion **Alt + W** : Spell checker dialog; call back the original unknown word into the text box **Ctrl + Shift + F10** or **Ctrl + mouse double-click** : Dock or un-dock the Navigator, Styles and Formatting window, or other windows

Tables

Ctrl + A : If the active cell is empty, selects the whole table; otherwise it selects the contents of the active cell; pressing it a second time selects the entire table **Ctrl + Home** : If the active cell is empty, moves the cursor to the beginning of the table; pressing it again moves the cursor to the beginning of document; if the active cell is not empty, moves the cursor to the beginning of the active cell; pressing it a second time moves the cursor to the beginning of the current table; a third press moves the cursor to the beginning of the document **Ctrl + End** : If the active cell is empty, moves the cursor to the end of the table; pressing it again moves the cursor to the end of document; if the active cell is not empty, moves the cursor to the end of the active cell; pressing it a second time moves the cursor to the end of the current table; a third press moves the cursor to the end of the document **Ctrl + Tab** : Inserts a tab stop (only in tables); depending on the Window Manager in use, the Alt + Tab may be used instead **Ctrl + Shift + Arrow Up** : Jumps to start of table **Ctrl + Shift + Arrow Down** : Jumps to end of table **Alt + Arrow Keys** : Increases or decreases the size of the column or row on the right or bottom cell edge **Alt + Shift + Arrow Keys** : Increases or decreases the size of the column or row on the left or top cell edge **Ctrl + Alt + Shift + Arrow Keys** : Like Alt, but only the active cell is modified. **Alt + Insert** : Provides 3 seconds in Insert mode, during which time pressing an **Arrow Key** inserts a row or column, or **Ctrl + Arrow Key** will insert a cell **Alt + Delete** : Provides 3 seconds in Delete mode, during which time pressing an **Arrow Key** deletes a row or column, or **Ctrl + Arrow Key** merges the active cell with the neighbouring cell **Ctrl + Shift + T** : Removes cell protection from all selected tables; if no table is selected, then cell protection is removed from all of the tables in the document **Ctrl + Shift + Delete** : If nothing is selected, the contents of the next cell will be deleted; if cells are selected, the whole row(s) of the selection will be deleted; if all rows are selected completely or partially, the entire table will be deleted

Paragraphs And Heading Levels

Ctrl + Alt + Up Arrow or **Ctrl + Up Arrow** : Moves the active paragraph or selected paragraphs up one paragraph **Ctrl + Alt + Down Arrow** or **Ctrl + Down Arrow** : Moves the active paragraph or selected paragraphs down one paragraph **Tab** : The heading in format Heading X (X = 1-9) is moved down one level in the outline **Shift + Tab** : The heading in format Heading X (X = 2-10) is moved up one level in the outline **Ctrl + Tab** : At the start of a heading, inserts a tab stop. Depending on the Window Manager in use, Alt+Tab may be used instead; to change the heading level with the keyboard, first position the cursor in front of the heading

LibreOffice Math / OpenOffice Math

Ctrl + Alt + Delete : Shut down **F3** : Repeat again **F2** : Help **F5** : Refresh **Ctrl + B** : Bold **Ctrl + U** : Underline **Ctrl + End** : Go bottom **Ctrl + Home** : Go on top **F7** : Enter query **Ctrl + F** : Find **Ctrl + R** : Replace **Ctrl + P** : Print **Ctrl + G** : Go to **Ctrl + E** : Eject **Ctrl + V** : Paste **Ctrl + C** : Copy **F10** : Save **Backspace** : Go back **Shift + Delete** : Delete all **Shift + Down Arrow** : Move downwards **Esc** : Exit

LibreOffice Impress / OpenOffice Impress

F2 : Edit text **F3** : Edit group **Ctrl + F3** : Exit group **Shift + F3** : Duplicate **F4** : Position and Size **F5** : View Slide Show **Ctrl + Shift + F5** : Navigator **F7** : Spell check **Ctrl + F7** : Thesaurus **F8** : Edit Points **Ctrl + Shift + F8** : Fit text to frame **F11** : Styles and Formatting

Navigating In Slide Sorter

Esc : Moves the focus to the first slide. **Arrow Keys** : Moves the focus to the next slide. **Spacebar** : Makes the slide with the focus the current slide.

Normal View

+ (Plus sign) : Zoom in **-** (Minus sign) : Zoom out * : Fit page in window **/** : Zoom in on current selection **Shift + Ctrl + G** : Group selected objects **Shift + Ctrl + Alt + A** : Un-group selected group **Ctrl + Mouse Click** : Enter a group **Shift + Ctrl + K** : Combine selected objects **Ctrl + Plus** (+) : Bring to Front **Shift + Ctrl + Plus** (+) : Bring Forward **Ctrl + Minus** (-) : Send Backward **Shift + Ctrl + Minus** (-) : Send to Back

Slide Shows

Esc : End presentation **Spacebar** : Play next effect (if any) **Alt + Page Down** : Go to next slide without playing effects **2 + Enter** : Type a number of a slide (e.g. 2) and press Enter to go to the slide **Alt + Page Up** : Go to the previous slide without playing effects **Home** : Jump to first slide in the slide show **End** : Jump to the last slide in the slide show **Ctrl + Page Up** : Go to the previous slide **Ctrl + Page Down** : Go to the next slide **B** : Show black screen until next key or mouse wheel event **W** : Show white screen until next key or mouse wheel event

LibreOffice Draw / OpenOffice Draw

Enter : Activates the focused button in a dialog **Esc** : Terminates the action or dialog; in Help goes up one level **Spacebar** : Toggles the focused check box in a dialog **Arrow Keys** : Changes the active control field in an option section of a dialog **Tab** : Advances focus to the next section or element in a dialog **Shift + Tab** : Moves the focus to the previous section or element in a dialog **Alt + Down Arrow** : Opens the list of the control field currently selected in a dialog; these shortcut keys apply not only to combo boxes but also to icon buttons with pop-up menus; close an opened list by pressing the **Esc** key **Delete** : Deletes the selected items into the Recycle Bin **Shift + Delete** : Deletes the selected items without putting them in the Recycle Bin **Ctrl + O** : Opens a document **Ctrl + S** : Saves the current document **Ctrl + N** : Creates a new document **Ctrl + P** : Prints document **Ctrl + C** : Copies the selected items **Ctrl + Shift + V** : Opens the Paste Special dialog

LibreOffice Calc / OpenOffice Calc

Ctrl + Home : Moves the cursor to the first cell in the sheet (A1) **Ctrl + End** : Moves the cursor to the last cell on the sheet that contains data **Home** : Moves the cursor to the first cell of the current row **End** : Moves the cursor to the last cell of the current row in a column containing data **Ctrl + Left Arrow** : Moves the cursor to the left edge of the current data range; if the column to the left of the cell that contains the cursor is empty **Ctrl + Right Arrow** : Moves the cursor to the right edge of the current data range; if the column to the right of the cell that contains the cursor is empty **Ctrl + Up Arrow** : Moves the cursor to the top edge of the current data range; if the row above the cell that contains the cursor is empty **Ctrl + Down Arrow** : Moves the cursor to the bottom edge of the current data range; if the row below the cell that contains the cursor is empty **Ctrl + Shift + Arrow Keys** : Selects all cells containing data from the current cell to the end of the continuous range of data cells **Ctrl + Page Up** : Moves one sheet to the left; in the Page Preview it moves to the previous print page **Ctrl + Page Up** : Moves one sheet to the left; in the Page Preview it moves to the previous print page **Ctrl + Page Down** : Moves one sheet to the right; in the Page Preview it moves to the next print page **Page Up** : Moves the viewable rows up one screen **Page Down** : Moves the viewable rows down one screen **Alt + Page Up** : Moves the viewable columns one screen to the left **Alt + Page Down** : Moves the viewable columns one screen to the right **Shift + Ctrl + Page Up** : Adds the previous sheet to the current selection of sheets; if all the sheets in a spreadsheet are selected **Shift + Ctrl + Page Down** : Adds the next sheet to the current selection of sheets; if all the sheets in a spreadsheet are selected **Ctrl +** * (multiplication sign on the numeric key pad) : Selects the data range that contains the cursor; a range is a contiguous cell range that contains data and is bounded by empty row and columns **Ctrl + /** (division sign on the numeric key pad) : Selects the matrix formula range that contains the cursor **Shift + F1** : Displays context help **Ctrl + F1** : Displays the note that is attached to the current cell **F2** : Switches to Edit mode and places the cursor at the end of the contents of the current cell; if the cursor is in an input box in a dialog that has a minimize button **Ctrl + F2** : Opens the Function Wizard **Shift + Ctrl + F2** : Moves the cursor to the input line where you can enter a formula for the current cell **Alt + Down Arrow** : Increases the height of current row **Alt + Right Arrow** : Increases the width of the current column **Alt + Shift + Arrow Keys** : Optimizes the column width or row height based on the current cell **F12** : Groups the selected data range **Shift + F11** : Creates a document template **F9** : Recalculates all of the formulas in the sheet **F8** : Turns additional selection mode on or off in this mode **Ctrl + F8** : Highlights cells containing numeric values (not text) **F7** : Checks spelling in the current sheet **F4** : Shows or hides the Database Sources menu

LibreOffice Base / OpenOffice Base

Ctrl + O : Open entry in the File menu **Alt** : Calling Menus **Shift + Ctrl + S** : Open the Special Characters dialog to insert one or more special characters **Ctrl + A** : Select the entire text **Ctrl + Delete** : Delete everything from the cursor position to the end of the word **Insert** : Switch between the insert mode and the overwrite mode and back again **Ctrl + Z** : Undo modifications one step at a time **Shift + Ctrl + Q** : Terminate a macro that is currently running **Ctrl + S** : Saves the current document **Ctrl + N** : Creates a new document **Shift + Ctrl + N** : Opens Templates and Documents dialog **Ctrl + P** : Prints document **Ctrl + Q** : Exits the application **Ctrl + X** : Cuts out the selected elements **Ctrl + C** : Copies the selected items **Ctrl + V** : Pastes from the clipboard **Ctrl + Shift + V** : Opens the Paste Special dialog **Ctrl + Y** : Redo the last action **Ctrl + F** : Calls the Find & Replace dialog **Ctrl + Shift + F** : Search for the last entered search term **Ctrl + Shift + J** : Toggle the view between fullscreen mode and normal mode in Writer or Calc **Ctrl + Shift + R** : Redraws the document view **Shift + Ctrl + I** : Enable or disable the selection cursor in read-only text **Ctrl + I** : Apply the Italic attribute to the selected area **Ctrl + B** : Apply the Bold attribute to the selected area **Ctrl + U** : Apply the Underlined attribute to the selected

area

Function Keys

F1 : Starts the Help **Shift + F1** : Context Help **Shift + F2** : Turns on Extended Tips for the currently selected command. icon or control **Alt + F4** : Closes the current document (close OpenOffice when the last open document is closed) **F6** : Sets focus in next subwindow (e.g. document/data source view) **Shift + F6** : Sets focus in previous subwindow **F10** : Activates the first menu (File menu) **Shift + F10** : Opens the context menu **Ctrl + F11** : Opens the Style Catalog

Drawing Objects

Tab : Selects the next Drawing Object **Ctrl + Home** : Selects the first Drawing Object **Ctrl + End** : Selects the last Drawing Object **Esc** : Ends Drawing Object selection **Shift + Spacebar** : Select an additional point in Point Selection mode

Gallery Preview Area

Ctrl + Shift + Insert : Inserts the selected object as a linked object into the current document **Ctrl + I** : Inserts a copy of the selected object into the current document **Ctrl + T** : Opens the Enter Title dialog **Ctrl + P** : Switches between themes view and object view **Spacebar** : Spacebar Switches between themes view and object view

Table Selection

Spacebar : Spacebar toggles row selection, except when the row is in edit mode **Ctrl + Spacebar** : Toggles row selection **Shift + Spacebar** : Selects the current column

Recommended reading:

[Tutorials For OpenOffice.org](http://www.tutorialsforopenoffice.org/)

[OpenOffice Keyboard Shortcuts](http://www.shortcutmania.com/applicationListByVendor_filterSun+Microsystems.htm) - ShortcutMania.com online database of keyboard shortcuts

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Last update: **2021/12/04 11:35**